

COUNTY OF GREENE, VIRGINIA

EMERGENCY OPERATIONS / ALL HAZARDS – ALL DISCIPLINES PLAN

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Executive Summary

The Greene County Emergency Operations Plan has been updated as required by the Code of the Commonwealth of Virginia. The process involved a detailed review of the existing document. This review found the plan to have been an accurate and appropriate reflection of how the County would address natural and man-made disasters and events when developed. The revised plan is based on current resources.

Although the document remained fundamentally intact, information was verified and some revisions were made. They include the following:

Emergency Procedures for Piedmont Virginia Community College – Stanardsville Campus – have been added to the appendices section of the Emergency Operations Plan.

The National Color Code Alert System has been replaced by the National Terrorism Advisory System.

All contact names, addresses, and telephone numbers have been verified for accuracy. This will be a stand-alone document for confidentiality purposes, however it will be included in electronic and paper copy for appropriate individuals.

The term “Director of Emergency Services” has been revised to “Director of Emergency Management” as well as the term “Coordinator of Emergency Services” to the “Coordinator of Emergency Management” throughout the document to reflect language in Virginia Law.

In addition to this executive summary, a Board Resolution is included. The purpose of this resolution is two-fold. First, it serves as the format for formal adoption of the Greene County Emergency Operations Plan. Second, it charges and authorizes the Director or his/her designee with the responsibility of maintaining this plan over the next four (4) years, when it will once again come before the Board for formal adoption.

Forward

On February 28, 2003, President George W. Bush issued Homeland Security Presidential Directive-5, the purpose of which is to enhance the ability of the United States of America to manage domestic incidents by establishing a single, comprehensive national incident management system.

To implement this directive, the Secretary of Homeland Security was charged to develop and publish an initial version of the National Response Plan. The initial version of that document was published and released to all federal agencies with instructions to make initial revisions to existing plans by July 1, 2003. Further, they are to submit a plan for implementation and adoption of the National Incident Management System to the Secretary and the Assistant to the President for Homeland Security by September 1, 2003.

The ability to interact effectively and efficiently with officials of the Commonwealth of Virginia and the various federal agencies involved during major disasters is paramount. It is for that reason the Government of Greene County has elected to model its' plan after the Federal Response Plan as amended in January 2003, the National Response Plan published May 14, 2003, and the existing Commonwealth of Virginia Plans.

This approach allows for maximum interaction at all levels of government, it ensures the development of public-private partnerships which are critical in times of disaster, and it facilitates change as necessary in changing times and situations.

All individuals are directed to review this document and become familiar with their specific roles and responsibilities.

Thank you.

Signature of the Director of Emergency Management

Date

Board Resolution

WHEREAS the Board of Supervisors of Greene County, Virginia recognizes the need to prepare for, respond to, and recover from natural and man-made disaster; and


WHEREAS the County of Greene has a responsibility to provide for the safety and well-being of its citizens and visitors; and

WHEREAS the County of Greene has established and appointed a Director and Coordinator of Emergency Management;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of the County of Greene, Virginia that this Emergency Operations Plan as revised April 24, 2018 is officially adopted, and

IT IS FURTHER PROCLAIMED AND ORDERED that the Director of Emergency Management, or his/her designees, are tasked and authorized to maintain and revise as necessary this document over the next four-year period or until such time it be ordered to come before this Board.

Adopted in open meeting this 24th day of April, 2018.


Michelle Flynn, Chair
Greene County Board of Supervisors

Attest:


John C. Barkley, Clerk
Greene County Board of Supervisors

Record of Changes

[illegible]

BASIC PLAN

Introduction

The all hazards – all disciplines plan concept:

The Emergency Operations / All-Hazards – All Disciplines Plan is designed to direct employees, volunteers, citizens, and visitors of Greene County through any type of situation which may arise. It recognizes some events occur with no advanced warning at all, while others provide a great deal of early warning. It takes into account the available resources locally and those available through a variety of alternative sources.

This approach to management of a single significant incident or numerous events concurrently demands each player have a thorough knowledge of their roles, responsibilities, capabilities, and limitations. It provides a basic operating structure while allowing for flexibility necessary when situations dictate change.

The Greene County Emergency Operations / All Hazards - All Disciplines Plan enhances the ability of the County to prepare for and manage domestic incidents by establishing a single and comprehensive approach to incident management. It accomplishes this by integrating all aspects from pre-incident awareness, prevention, and preparedness to incident response and post-incident recovery.

This plan sets forth the structure, roles, responsibilities, and main principles for the management of domestic events occurring within or involving Greene County. Nothing in this plan is intended to limit the scope, authority, or responsibility of the County or its agents. In addition, it will:

1. Describe the structure and mechanics for providing policy guidance/operational direction;
2. Include protocols for operating under various threats or threat levels;
3. Incorporate existing County policy where appropriate;
4. Incorporate additional plans and directives;
5. Reference state and federal guidance when necessary;
6. Acknowledge the uniqueness of each type event which may present itself;
7. Include guidelines for notification, coordination, and leadership and support of activities for awareness, prevention, preparedness, response, and recovery related to domestic incidents; and
8. Provides guidance for the dissemination of emergency public information.

Preface

Virginia is continuously threatened by emergency and disaster situations such as flash flooding, hurricanes, hazardous materials incidents, resource shortages, tornados, radiological accidents and any other emergencies deemed. The Virginia Emergency Services and Disaster Law of 2000 requires that the state, and each county and city within the state develop and maintain a current Emergency Operations Plan (EOP) which addresses their planned response to such extraordinary emergency situations. This plan for Greene County is designed to meet this responsibility and to include the County in the mutually supportive statewide emergency management system.

The Greene County Emergency Operations / All-Hazards and All-Disciplines Plan is a complex plan that requires constant maintenance. The development and maintenance of this plan is the basis of the local emergency management program. Throughout the remainder of this document the Emergency Operations / All- Hazards and All-Disciplines Plan will be referred to as the EOP.

The Basic Plan describes the concept of emergency operations and assigns duties and responsibilities to agency heads or organizations that are either part of, or will serve in support of, local government in time of emergency. It becomes the organizational and legal basis for emergency operations. ESFs and hazard-specific annexes to the Basic Plan provide additional guidance and set forth detailed procedures as needed to assure an appropriate level of emergency preparedness.

The federal Superfund and Reauthorization Act (SARA Title III) requires the development and maintenance of detailed procedures for identifying facilities with extremely hazardous materials and for assuring an adequate emergency response capability by these facilities and by local emergency services. A separately published Greene County Hazardous Materials Response Plan has been developed which will supplement the EOP by providing additional procedures for a hazardous materials incident response.

This plan was developed by the Greene County Coordinator of Emergency Management with assistance from the Commonwealth of Virginia Department of Emergency Management. Input was requested and received from other local officials. All plans are developed in accordance with guidance provided by the Virginia Department of Emergency Management and the Federal Emergency Management Agency.

Basic Plan

Purpose

The purpose of this basic plan is to establish the legal and organizational basis for operations in Greene County in response to any type of disaster or large-scale emergency situation. It assigns broad responsibilities to local government agencies and support organizations for disaster mitigation, preparedness, response, and recovery. These responsibilities are generally extensions of normal, day-to-day functions involving the same human, physical and financial resources. Supporting plans for peacetime and war-caused disasters set forth the concepts and procedures whereby the County can effectively apply available resources to ensure that casualties and property damage will be minimized and that essential services will be restored as soon as possible following such an emergency or disaster situation.

Incident Management Activities

This plan addresses the full spectrum of activities related to local incident management, including prevention, preparedness, response, and recovery actions. This plan focuses on those activities that are directly related to an evolving incident or potential incident.

Examples of incident management actions include:

- ☐ Increasing public awareness;
- ☐ Coordinating protective measures across jurisdictions;
- ☐ Increasing countermeasures such as inspections, security, and infrastructure protections;
- ☐ Conducting public health assessments and conducting a wide range of prevention measures to include, but not limited to immunizations;
- ☐ Providing immediate and long-term public health and medical response assets;
- ☐ Coordinating support in the aftermath of an incident;
- ☐ Providing strategies for coordination of resources; and
- ☐ Enabling immediate recovery activities, as well as addressing long-term consequences in the impacted area.

The top priorities for the jurisdiction are to:

- ☐ Save lives and protect the health and safety of the public, responders, and recovery workers;
- ☐ Ensure security of the jurisdiction;
- ☐ Prevent an imminent incident from occurring;
- ☐ Protect and restore critical infrastructure and key resources;
- ☐ Ensure local government continues to function throughout the incident;
- ☐ Protect property and mitigate damages and impacts to individuals, communities, and the environment; and
- ☐ Facilitate recovery of individuals, families, businesses, government, and the environment.

Incident Management Activities / Actions

A. Actions

This section describes incident management actions ranging from initial threat notification to early coordination efforts to assess and disrupt the threat, to preparatory activation of the Emergency Support Function (ESF) structure, to deployment of resources in support of incident response and recovery operations. These actions do not necessarily occur in sequential order; many may be undertaken concurrently in response to single or multiple threats or incidents.

B. Notification and Assessment

Greene County and nongovernmental organizations report threats, incidents, and potential incidents using established communications and reporting channels. Once a threat or incident has occurred, local government, through the Director of Emergency Management, makes an initial determination to initiate the coordination of information-sharing and incident management activities.

C. Reporting Requirements

Greene County Emergency Management is required to report a Declaration of Emergency to the Virginia Emergency Operations Center (VEOC) and encouraged to report all incidents of significance to the VEOC. In most situations, incident information is reported using existing mechanisms to the VEOC. This information may include:

- ☐ Implementation of an incident management or emergency response plan or action to prevent, respond to, or recover from an incident; and
- ☐ Activation of local and state mutual-aid agreements in response to incidents resulting in an emergency proclamation, declarations, or requiring Federal assistance.

D. Dissemination of Warnings and Bulletins

Watches, warnings, and other emergency bulletins are issued by various agencies based on their statutory missions and authorities. Information on dissemination of public information can be found in the External Affairs ESF. A variety of communications systems may be used at the Federal level to disseminate information, such as:

- ☐ National Warning Systems (NAWAS): NAWAS is the primary system for emergency communications from the Federal Government to both State and local warning points;
- ☐ Washington Area Warning System (WAWAS): Although not directly tied to the NAWAS circuits, WAWAS is a mechanism for providing emergency communications to Washington, D.C. area officials in the event of an emergency;
- ☐ National Emergency Alert System (National EAS): Formerly known as the Emergency Broadcast System, the National EAS is a nationwide network of readily

available and reliable means to communicate emergency information to the American people;

- ☐ State and local EAS: State and local authorities have their own EAS which may be used to broadcast information on major disasters or emergencies; and
- ☐ Greene County partners with the CodeRED Emergency Notification System for emergency notifications regarding missing persons, evacuations, large fire and/or hazardous materials incidents, weather warnings, etc.

E. Pre-Incident Actions

The majority of initial actions in the threat or hazard area are taken by first responders and Greene County authorities, and includes efforts to protect the public and minimize damage to property as follows:

- ☐ **Public Health and Safety:** Initial safety efforts focus on actions to detect, prevent, or reduce the impact to public health and safety. Such actions can include environmental analysis, plume modeling, evacuations, emergency sheltering, air monitoring, decontamination, emerging infectious disease tracking, emergency broadcasts, etc. These efforts may also include public health education; site and public health surveillance and testing procedures; and immunizations; prophylaxis, and isolation or quarantine for biological threats.
- ☐ **Responder Health and Safety:** The safety and health of responders is also a priority. Actions essential to limit their risks include full integration of deployed health and safety assets and expertise; risk assessments based upon timely and accurate data, and situational awareness that considers responder and recovery worker safety.
- ☐ **Property and Environment:** Responders may also take incident management actions to protect public and private property and the environment. Such actions may include sandbagging in anticipation of a flood or booming of environmentally sensitive areas in response to a potential oil spill.

F. Response Actions

Once an incident occurs, the priorities shift from prevention, preparedness, and incident mitigation to immediate and short-term response activities to preserve life, property, the environment, and the social, economic, and political structure of the community.

Response actions include immediate law enforcement, fire, emergency medical services, emergency flood fighting, evacuations, transportation system detours, emergency public information, actions taken to minimize additional damage, search and rescue, the provision of public health and medical services, food, ice, water and other emergency essentials, debris clearance, the emergency restoration of critical infrastructure, control, containment, and removal of environmental contamination, and protection of responder health and safety.

In the context of a single incident, once immediate response missions and life-saving activities conclude, the emphasis shifts from response to recovery operations, and if applicable, hazard mitigation.

G. Recovery Actions

Recovery involves actions needed to help individuals and communities return to normal when feasible. The Joint Field Office (JFO) is the central coordination point among Federal, State, Greene County, and voluntary organizations for delivering recovery assistance programs. The location of the JFO will be determined at the time of the crisis/emergency.

The JFO Operations Section includes the Human Services Branch, the Infrastructure Support Branch, and the Community Recovery and Mitigation Branch. The Human Services and Infrastructure Support Branches assess state and local recovery needs at the outset of an incident and develop relevant timeframes for program delivery. The Community Recovery and Mitigation Branch works with other Operation Branches and state and local officials to assess the long-term impacts of an incident, define available resources, and facilitate the development of a course of action to most efficiently apply available resources to restore and revitalize the community as well as reduce the impact from future disasters.

The above branches coordinate with one another to identify appropriate agency assistance programs to meet applicant needs. Hazard Mitigation measures are identified in concert with congressionally mandated locally developed plans. Hazard Mitigation Risk Analysis; technical assistance to state and local governments, citizens and businesses; and grant assistance are included with the mitigation framework. These branches work in tandem to track overall progress of the recovery effort, particularly noting potential program deficiencies and problem areas.

Long-term environmental recovery may include cleanup and restoration of public facilities, businesses, and residences; re-establishment of habitats and prevention of subsequent damage to natural resources; protection of cultural or archeological sites; and protection of natural resources; protection of cultural or archeological sites; and protection of natural, cultural, and historical resources from intentional damage during other recovery operations.

H. Mitigation Actions

Hazard Mitigation involves reducing or eliminating long-term risk to people and property from hazards and their side effects. The JFO is the central coordination point among Federal, State and Greene County agencies and nongovernmental organizations for beginning the process that leads to the delivery of mitigation assistance programs.

The JFO's Community Recovery and Mitigation Branch are responsible for coordinating the delivery of all mitigation programs within the affected area, including hazard mitigation for:

- ☐ Grant programs for loss reduction measures (if available);
- ☐ Delivery of loss reduction building / science expertise;
- ☐ Coordination of Federal Flood Insurance operations and integration of mitigation with other program efforts;
- ☐ Conducting flood recovery mapping to permit expedited and accurate implementation of both recovery and mitigation programs;

- ☐ Predictive modeling to protect critical assets;
- ☐ Early documentation of losses avoided due to previous hazard mitigation measures; and
- ☐ Community education and outreach necessary to foster loss reduction.

The Community Recovery and Mitigation Branch works with the infrastructure and Human Services Branches and with state and local officials to facilitate the development of a long-term recovery strategy for the impacted area.

Situations and Assumptions

- A. Emergencies of various types, size, intensity, and duration may occur within or near the jurisdictional boundaries of the County with or without warning. These emergencies can develop into disasters that affect the safety, health, and welfare of the population and cause damage or destruction to private and public property.
- B. Based on a hazards analysis of the area, the primary hazards in Greene County are hazardous material incidents (fixed site and transportation), flooding of area streams and rivers, severe winter weather, and essential resource shortages and any other deemed emergency.
- C. The government of Greene County is responsible for maintaining an emergency plan and response capability to protect the lives and property of its citizens from the effects of both man-made and natural disasters. County government must continue to function throughout a disaster or emergency situation.
- D. The Virginia Emergency Services and Disaster Law of 1973, as amended, requires that each county and city prepare and keep current an emergency operations plan. This plan must be officially adopted by the local governing body and promulgated by the chief administrative official.
- E. The Coordinator of Emergency Management will maintain the EOP. He/She will coordinate with each emergency resource organization and assure the development and maintenance of an appropriate emergency response capability. The plan will be reviewed and updated annually, as necessary. The coordinator will have the plan readopted every four years.
- F. In the event of an emergency situation that exceeds local emergency response capabilities, outside assistance is available, and either through mutual aid support agreements with nearby jurisdictions and volunteer emergency organizations or, through the State EOC. **A local emergency must be declared and local resources must be fully committed before state and federal assistance is requested.**

Organization and Assignment of Responsibilities

A. In Greene County, the following organizations respond to normal day-to-day emergencies:

1. Volunteer Fire Companies
2. Volunteer Rescue Squad
3. University of Virginia Medic V
4. Office of Emergency Services
5. Greene County Sheriff's Office
6. Virginia State Police

B. In the event of an actual or threatened large-scale emergency situation, the above organizations will be augmented by the following departments or agencies that have been assigned emergency duties in addition to their primary day-to-day functions:

1. Board of Supervisors Chairman and Vice-Chairman
2. County Administration
3. Greene County School System
4. Greene County Social Services
5. Greene County Public Works / Maintenance
6. Greene County Health Department
7. Greene County Planning and Zoning
8. Greene County Attorney
9. Quasi-Public Relief Organizations (American Red Cross, Salvation Army)
10. Amateur Radio Emergency Services (ARES)
11. Extension Agency
12. Medical and Nursing Facilities

C. The Commonwealth of Virginia Emergency Services and Disaster Law of 2000, as amended, states that emergency services organizations and operations be structured around existing constitutional government. The following is a list of duties and assigned responsibilities for emergency operations in Greene County.

1. Board of Supervisors, Chairman
Board of Supervisors, Vice-Chairman
County Administrator
Coordinator of Emergency Management
 - a) Continuity of government
 - b) Direction and control of emergency operations
 - c) Submission of State-required reports and records
 - d) Emergency public information
 - e) Coordinate damage assessment
 - f) Coordination of disaster assistance, recovery, and mitigation

2. Sheriff's Office (to include Virginia State Police)

- a) Law Enforcement
- b) Initial warning and alerting
- c) Security of the emergency site
- d) Security of vital facilities and supplies
- e) Traffic control
- f) Search and rescue
- g) Evacuation and access control of threatened or damaged areas
- h) Assist Health Department (Medical Examiner) with identification of the dead
- i) Evacuation and control of prisoners

3. Greene County Volunteer Fire Departments

- a) Fire prevention and suppression
- b) Assist with emergency medical treatment
- c) Hazardous materials incident response and training
- d) Radiological monitoring and decontamination
- e) Assist with evacuation
- f) Assist with search and rescue
- g) Assist with warning
- h) On scene direction and control
- i) Assist with evacuation and sheltering

4. Greene County Volunteer Rescue Squad / UVA Medic V

- a) Emergency medical transportation and first aid
- b) Assist with search and rescue
- c) Assist with evacuation of endangered areas
- d) Assist with warning
- e) Other functions as set forth in the Virginia Association of Volunteer Rescue Squads Operations Plan
- f) Establish emergency medical care stations.

5. Greene County School System (Superintendent of Schools)

- a) Provide facilities for the reception and care of displaced persons
- b) Provide facilities and resources for mass feeding
- c) Evacuation transportation
- d) Provide school personnel to staff/assist at facilities provided and with transportation requirements

6. Greene County Social Services, American Red Cross and Salvation Army

- a) Reception and care of evacuees
- b) Mass feeding
- c) Provide emergency welfare services for evacuees
- d) Make arrangements for crisis counseling, as required

- e) Coordinate the services of quasi-public and volunteer relief organizations
- f) Provide special assistance for the handicapped and elderly as required

7. Greene County Public Works / Maintenance

- a) Coordinate response and recovery at County facilities
- b) Assist Office of Emergency Services in any manner deemed necessary

8. Greene County Health Department

- a) Open and operate points-of-dispensing to provide access to medical countermeasures (i.e. vaccine or antibiotics) in response to disease outbreaks (i.e. pandemic influenza, bioterrorism, or radiological events, etc.)
- b) Conduct ongoing disease surveillance and investigations
- c) Implement communicable disease control measures
- d) Public health nursing support to persons in shelters
- e) Issue health advisories
- f) Assure the provision of minimum essential sanitation services
- g) Emergency mortuary and interment coordination
- h) Vector control
- i) Inspection of food, milk, and water supply
- j) Identification of the dead, assisted by the local and State Police
- k) Coordination with local hospitals

9. Greene County Planning and Zoning / Building Department

- a) Assist with damage assessment
- b) Assist Office of Emergency Services in any manner deemed necessary
- c) Planning Director serves as the County Public Information Officer

10. Greene County Attorney

- a) Advise the County concerning legal responsibilities, powers, and liabilities regarding emergency operations and post-disaster assistance
- b) Assist the County Administrator and the Board of Supervisors with maintaining continuity of government

11. Amateur Radio Emergency Services (ARES)

- a) Provide personnel/communications resources to fully support Greene County
- b) Provide emergency communications, sustained by their own emergency backup power, from any location within Greene County to other local, state, and national locations, should the emergency so warrant.

12. Extension Agency

- a) Damage assessment as it relates to agriculture

- b) Assist with the preparation of required reports and records

13. Medical and Nursing Facilities (University of Virginia Medical Center, Martha Jefferson Hospital, Greene Family Medicine, Grace Healthcare)

- a) Assist with emergency medical services
- b) Assist in expanding medical and mortuary services to other facilities

D. Local Chief Executive Officer

1. The Greene County Administrator, serving as the jurisdiction's chief executive, is responsible for the public safety and welfare of the people of Greene County. The County Administrator:
 - a) Is responsible for coordinating local resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents involving all hazards including terrorism, natural disasters, accidents, and other contingencies;
 - b) Dependent upon state and local laws, has extraordinary powers to suspend local laws and ordinances, such as to establish a curfew, direct evacuations, and in coordination with the local health authority to order a quarantine;
 - c) Provides leadership and plays a key role in communicating to the public, and in helping people, businesses, and organizations cope with the consequences of any type of incident within the jurisdiction.
2. County administration, local departments and agencies participate in the ESF structure as coordinators, primary response agencies, and/or support agencies and/or as required to support incident management activities.

E. Emergency Support Functions (ESF)

1. The ESF is a grouping of government and certain private-sector capabilities into an organizational structure to provide support, resources, program implementation, and emergency management responsibilities that are most likely to be needed during incidents.
2. Each ESF is composed of primary and support agencies. The jurisdiction identifies primary agencies on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area. ESFs are expected to support one another in carrying out their respective roles and responsibilities. Additional discussion on roles and responsibilities of ESF coordinator, primary agencies, and support agencies can be found in the introduction to the ESF annexes.
3. Note that not all incidents result in the activation of the ESFs. It is possible an incident may be addressed without activating the ESFs and/or all of the ESFs.

F. Nongovernmental and Volunteer Organizations

1. Nongovernmental organizations collaborate with first responders, governments at all levels, and other agencies and organizations providing relief services to sustain life, reduce physical and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources. For example, a local American Red Cross chapter provides relief at the local level and also provides staffing of ESF Mass Care. The Virginia Voluntary Organizations Active in Disaster (VVOAD) is a group of recognized local, state and national organizations that provide disaster relief. VVOAD provides significant capabilities to incident management and response efforts.
2. Local Disaster Recovery Task Forces also provide for individuals, families, and businesses who have applied for available state and federal assistance but who may still have unmet needs.

G. Private Sector

1. Primary and support agencies coordinate with the private sector to effectively share information, form courses of action, and incorporate available resources to prevent, prepare for, respond to, and recover from disasters.
2. Private sector organizations support emergency management by sharing information with the local government, identifying risks, performing vulnerability assessments, developing emergency response and business continuity plans, enhancing their overall readiness, implementing appropriate prevention and protection programs, and donating government purchases to assist in response and recovery activities.
3. Private sector organizations are encouraged to develop and maintain capabilities to respond and to manage a complete spectrum of incidents and emergencies. Greene County maintains ongoing interaction with the critical infrastructure and key resources and industries to provide coordination of prevention, preparedness, and response and recovery activities. Private sector representatives should be included in planning and exercises.
4. The roles, responsibilities and participation of the private sector during disaster vary based on the nature of the organization and the type and impact of the disaster. The roles of the private sector organizations are summarized below:

TYPE OF ORGANIZATION	ROLE
Impacted Organization or Infrastructure	Private sector organizations may be affected by direct/indirect consequences of the incident, including privately owned critical infrastructure, key resources and those main private sector organizations that are significant to local economic recovery. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.

Response Resources	Private sector organizations provide response resources (donated or compensated) during an incident—including specialized teams, equipment, and advanced technologies—through local public-private emergency plans, mutual aid agreements, or incident specific requests from local government and private sector volunteered initiatives.
Regulated and/or Responsible Party	Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for and preventing incidents from occurring and responding to an incident once it occurs.
Local Emergency Organization Member	Private sector organizations may serve as an active partner in local emergency preparedness and response organizations and activities, such as membership on the Local Emergency Planning Committee (LEPC).

H. Citizen Involvement

1. Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.
2. The Citizen Corps brings these groups together and focuses efforts of individuals through education, training, and volunteer services to help make communities safer, stronger, and better prepared to address all-hazards incidents. The Citizens Corps works through a national network of state and local Citizen Corp Councils, which bring together leaders from law enforcement, fire, emergency medical, and other emergency management volunteer organizations, local elected officials, the private sector, and other community stakeholders.
3. The Citizen Corps Council implements the Community Emergency Response Teams (CERT), Medical Reserve Corps (MRC), Neighborhood Watch, Volunteers in Police Service, and the affiliate programs and provides opportunities for special skills and interests. These programs develop targeted outreach for special needs groups and organize special projects and community events.

Concept of Operations

A. General

This section describes the local coordinating structures, processes, and protocols employed to manage incidents. These coordinating structure and processes are designed to enable execution of the responsibilities of local government through the appropriate departments and agencies, and to integrate State, Federal, nongovernmental organizations and private sector efforts into a comprehensive approach to incident management.

1. The Commonwealth of Virginia Emergency Services and Disaster Law of 1973, as amended, states that emergency services organizations and operations will be structured around existing constitutional government. The Greene County organization for emergency operations consists of existing government departments and private emergency response organizations.
2. The Chairman of the Board of Supervisors is the Director of Emergency Management. The day-to-day activities of the emergency preparedness program have been delegated to the Coordinator of Emergency Management. The Director, in conjunction with the Coordinator of Emergency Management, will direct and control emergency operations in time of emergency and issue directives to other services and organizations concerning disaster preparedness. The Director can delegate to the Coordinator the authority to direct and control emergency operations in time of emergency and issue directives to other services and organizations concerning disaster preparedness.
3. The Coordinator of Emergency Management, assisted by other department heads, will develop and maintain a primary Emergency Operations Center (EOC) from which to direct operations in time of emergency. The primary EOC is currently located at the County Administration Building; 40 Celt Road. The alternate location is the Ruckersville Volunteer Fire Company located at 50 Sassafra Lane or the Stanardsville Volunteer Fire Company located at 275 Celt Road.
4. The day-to-day activities of the emergency management program, for which the Coordinator of Emergency Management is responsible, include developing and maintaining an EOP, maintaining the County EOC in a constant state of readiness, training and other responsibilities as outlined in local and state regulations.
5. The Director of Emergency Management is the constituted legal authority for approving the EOP and declaring a local state of emergency.
6. A local emergency may be declared by the Director, Coordinator, or Board member. The declaration of a local emergency activates the EOP and authorizes the provision of aid and assistance there under. It should be declared when a coordinated response among several local agencies/organizations must be directed or when it becomes necessary to incur substantial financial obligations in order to protect the health and safety of persons and property or to provide assistance to the victims of a disaster.

7. The Director of Emergency Management, in conjunction with the Coordinator of Emergency Management, will determine the need to recommend evacuation of large areas and will issue recommendations for evacuation or other protective action as needed. The remaining Board of Supervisors members will be notified as soon as possible when time permits. Law enforcement will implement evacuation and provide security for the evacuated area if necessary. In the event of a hazardous materials incident, the local Fire Chief or his/her representative on the scene should implement immediate protective action to include evacuation as appropriate.
8. Succession to the Board of Supervisors Chairman/Director of Emergency Management will be the Vice-Chairman of the Board of Supervisors, or the Chairman may elect to have the County Administrator to act as the Director of Emergency Management.
9. The Director of Emergency Management, in conjunction with the Coordinator of Emergency Management, will notify the Virginia Department of Emergency Management immediately upon the declaration of a local emergency. Daily situation reports are required during the declaration. All appropriate locally available forces and resources will be fully committed before requesting assistance from the state. All disaster-related expenditures must be documented in order to be eligible for post-disaster reimbursement should a federal disaster be declared.
10. The heads of operating agencies will maintain plans and procedures in order to be prepared to effectively accomplish their assigned responsibilities.
11. The Coordinator of Emergency Management will assure compatibility between the County's EOP and the plans and procedures of key facilities and private organizations within the County as appropriate.
12. The County must be prepared to bear the initial impact of a disaster on its own. Help may not be immediately available from the state or federal government after a natural or man-made disaster. All appropriate locally available forces and resources will be fully committed before requesting assistance from the state. Requests for assistance will be made through the State EOC to the State Coordinator.
13. The Director of Emergency Management, in conjunction with the Coordinator of Emergency Management, with support from designated local officials, will exercise direction and control from the EOC during disaster operations. The EOC may be partially or fully staffed depending on the type and scope of the disaster. The EOC will provide logistical and administrative support to response personnel deployed to the disaster site(s). Available warning time will be used to implement increased readiness measures that will insure maximum protection of the population, property, and the supplies from the effects of threatened disasters.
14. The heads of operating agencies will develop and maintain detailed plans and standing operating procedures necessary for their departments to effectively accomplish their assigned tasks. Department and agency heads will identify sources from which emergency supplies, equipment, and transportation may be obtained promptly when required. Accurate

records of disaster-related expenditures will be maintained. All disaster-related expenditures will be documented to provide a basis for reimbursement should federal disaster assistance be needed. In time of emergency, the heads of County offices, departments, and agencies will continue to be responsible for the protection and preservation of records essential for the continuity of government operations. Department and agency heads will establish lists of succession of key emergency personnel.

15. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be redirected to accomplish the emergency task by the agency concerned.

16. Declaration of a Local Emergency

- a) The Board of Supervisors, by resolution, should declare an emergency to exist whenever the threat or actual occurrence of a disaster is, or threatens to be, of sufficient severity and magnitude to require significant expenditures and a coordinated response in order to prevent or alleviate damage, loss, hardship, or suffering.
- b) A declaration of a local emergency activates the response and recovery programs of all applicable local and inter-jurisdictional Emergency Operations Plans and authorizes the furnishing of aid and assistance in accordance with those plans. In the event the Board cannot convene due to the disaster, the Director of Emergency Management, or any other Emergency Services staff in his/her absence, may declare a local emergency to exist subject to confirmation of the entire Board, within five days. Certification of the disaster will take place at the first Board of Supervisors meeting after the emergency. The Director of Emergency Management or, in his/her absence, the Coordinator, will advise the State EOC immediately following the declaration of a local emergency.
- c) When local resources are insufficient to cope with the effects of a disaster and the County requests state assistance, the following procedures will apply. The Director of Emergency Management or Coordinator will make a request through WebEOC to the State Coordinator of Emergency Management that will indicate a local emergency has been declared, the local EOP has been implemented, available resources have been committed, and state assistance is being requested. A copy of the resolution declaring a local emergency to exist should accompany this request or be sent as soon as possible.

17. The State Emergency Operations Plan requires the submission of the following reports by local government in time of emergency:

- a) Daily Situation Report
- b) Damage Assessment Report
- c) Resource Request

18. Support by military units may be requested through the State EOC. Military forces, when made available, will support and assist local forces and may receive from the local Director of Emergency Management or his/her designated representative, mission-type requests to include objectives, priorities, and other information necessary to accomplish missions.

19. Emergency assistance may be made available from neighboring jurisdictions in accordance with mutual aid agreements. Emergency forces may be sent from Greene County to assist adjoining jurisdictions. Such assistance will be in accordance with existing mutual aid agreements or, in the absence of official agreements, directed by the Director of Emergency Management or, in his/her absence, the Coordinator of Emergency Management when he/she determines that such assistance is necessary and feasible.
20. The Director of Emergency Management, the Coordinator of Emergency Management, and the Department of Social Services will assist disaster victims in obtaining post-disaster assistance, such as temporary housing and low-interest loans.
 - a) In the event of an emergency when there are crime victims involved as defined by §19.2-11.01 of the Code of Virginia, the County of Greene will contact the Virginia Department of Criminal Justice Services (DCJS) and the Virginia Criminal Injuries Contact Fund (VCICF) to deploy. Both entities will serve as the lead for coordinating services and assistance to the victims.

Criminal Injury Compensation Fund

Jack Ritchie, Director, CICF
Criminal Injuries Compensation Fund (CICF) Department
Virginia Workers' Compensation Commission
1000 DMV Drive
Richmond, VA 23220
CICF Toll Free: 1-800-552-4007
Phone: (804) 367-1018
Email: Jack.Ritchie@cicf.virginia.gov
804-307-5431 (after hours)

Leigh Snellings
CICF Asst. Director
800-552-4007 (normal business hours)
804-212-4232 (after hours)

Virginia Department of Criminal Justice Services

Melissa Roberson
Training and Critical Incident Response Coordinator
1100 Bank Street
Richmond, VA 23219
Phone: (804) 840-4276
Fax: (804) 786-3414
<http://www.dcjs.virginia.gov/research/reportemergency/>

21. This plan is effective as a basis for training and pre-disaster preparedness upon receipt. It is effective for execution when:

- a) Any disaster threatens or occurs in the County and a local disaster is declared under the provisions of Section 44-146.21, the Commonwealth of Virginia Emergency Services and Disaster Law of 2000, as amended.
- b) A state of emergency is declared by the Governor.

22. The Director of Emergency Management assisted by the Coordinator of Emergency Management, has overall responsibility for maintaining and updating this plan. It should be updated based on lessons learned and updated following an actual or threatened emergency situation. The Coordinator will have the EOP readopted every four years. Guidance and assistance is provided by the Virginia Department of Emergency Management. A plan distribution list must be maintained. Responsible individuals and officials should recommend to the Director of Emergency Management or the Coordinator of Emergency Management appropriate improvements and changes as needed based on experiences in emergencies, deficiencies identified through drills and exercises, and changes in government structure.

B. Operation Periods

1. Normal Operations

- a) Emergency operations plans and procedures will be developed and maintained. Training and exercises will be conducted periodically as required to maintain readiness.

2. Increased Readiness

- a) When a disaster threatens, all agencies having responsibilities will take action as called for in their respective ESF. (Example: flash flood watch.)

3. Response

- a) Full-scale operations and a total commitment of staff and resources are required to mobilize and respond in time of emergency. The local EOC must direct and control all emergency operations. A local emergency should be declared when appropriate. Damage assessment begins during this period. There are two phases of emergency operations:
 - i. Conditions worsen requiring full-scale mitigation and preparedness activities. (Example: flash flood warning.)
 - ii. Disaster strikes. An emergency response is required to protect lives and property.

4. Recovery

- a) Recovery is both a short-term and a long-term process. Short-term operations restore vital services to the community and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal, or to an improved, state of affairs. Examples of recovery actions are the provision of temporary housing and food,

the restoration of non-vital government services, and the reconstruction of damaged areas.

Exercises and Training / Ongoing Plan Management

- A. Trained and knowledgeable personnel are essential for the prompt and proper execution of the Greene County Emergency Operations Plan and sub-plans. Greene County will ensure that all response personnel have a thorough understanding of their assigned responsibilities in a disaster situation, as well as how their role and responsibilities interface with the other response components of the Greene County Emergency Operations Plan. All personnel will be provided with the necessary training to execute those responsibilities in an effective and responsible manner.
- B. The Coordinator of Emergency Management is responsible for the development, administration, and maintenance of a comprehensive training and exercise program tailored to the needs of Greene County. This program will be comprised of a general core, functionally specific, as well as on-going refresher training programs designed to attain and sustain an acceptable level of emergency preparedness for Greene County.
- C. Training will be based on federal and state guidance. Instructors will be selected from Greene County's government officials and staff, federal and state governments, private industry, the military, as well as quasi-public and volunteer groups trained in emergency services and response. All training and exercises conducted in Greene County will be documented. Training needs will be identified and records maintained for all personnel assigned emergency duties in a disaster.
- D. The Coordinator of Emergency Management will develop, plan, and conduct functional and/or full-scale exercises annually. These exercises will be designed to not only test the Greene County Emergency Operations Plan and sub-plans, but to train all appropriate officials, emergency response personnel, County employees, and improve the overall emergency response organization and capability of Greene County. Quasi-public and volunteer groups and/or agencies will be encouraged to participate. Deficiencies identified by the exercise will be addressed immediately and addressed in updates to plans if applicable.
- E. Greene County shall conduct a comprehensive plan review and revision, and exercise prior to formal adoption by the Board of Supervisors every four years in order to maintain plan currency.
 - ☐ The Virginia Emergency Management and Disaster Law of 2000, as amended, requires that each city and county prepare and keep current an Emergency Operations Plan.
 - ☐ The Coordinator of Emergency Management will update the Emergency Operations Plan annually. The Coordinator will coordinate with each emergency resource organization and assure the development and maintenance of an appropriate emergency response capability.
 - ☐ In the event an incident exceeds local emergency response capabilities, outside assistance is available, either through mutual support agreements with nearby

jurisdictions and volunteer emergency organizations or, through the Virginia Emergency Operations Center. A local emergency must be declared and local resources must be fully committed before state and federal assistance is requested.

Authorities and References

The organizational and operational concepts set forth in the plan are promulgated under the following authorities:

A. Federal

1. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288 as amended.
2. The Homeland Security Act
3. National Response Framework, June 2016

B. State

1. Commonwealth of Virginia Emergency Management and Disaster Law of 2000, Title 44-146.28, Code of Virginia, as amended.
2. The Commonwealth of Virginia Emergency Operations Plan:
 - a) Hazard Mitigation Management Plan, September 2013

C. Local

1. Greene County Emergency Operations Plan

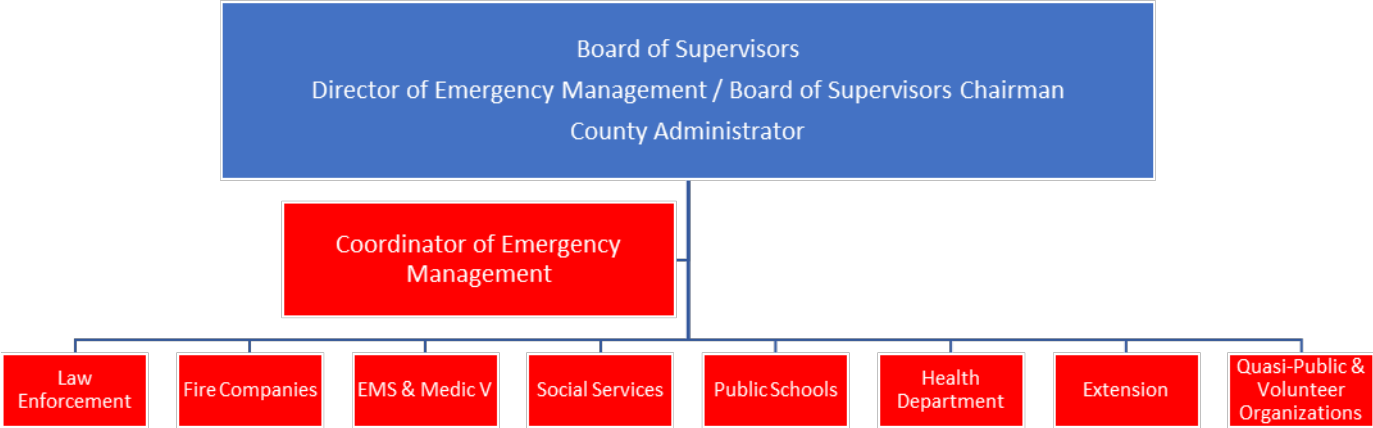
REFERENCES

- A. CPG 101, Federal Emergency Management Agency, May 2014
- B. Disaster Preparedness and Assistance Handbook, Commonwealth of Virginia, Department of Emergency Management, January 1984.

ATTACHMENTS

Attachment 1

Emergency Operations Plan Organization Chart



Attachment 2

X = Primary Responsibility

O = Secondary Responsibility

Blank = No Responsibility

	Director of Emergency Management	Coordinator of Emergency Management	Emergency Communications Center	Sheriffs Department / Virginia State Police	Fire Department	Superintendent of Schools	Department Social Services	American Red Cross	Health Department	Rescue Squads	Regional Hospitals	VPS & SU Extension Agent	Building Official	Commonwealth's Attorney	Maintenance / VDOT
Direction and Control	X	O													
Emergency Public Information	X	O	O												
Law Enforcement				X										X	
Traffic Control				X	O										X
Communications		X	X												
Warning and Alert		X	X	X	O					O					O
Fire Response					X										
Hazardous Materials Response		X			X										O
Search and Rescue		X		X	X					X					
Evacuation		X	X	X	O		O		O	O					
Radiological Incident Response		O			X				O						
Reception and Care		O				O	X	O	O						
Emergency Medical Care					O					X	O				
Mass Feeding		O				O	X	O							
Welfare Services							X	O							
Health Services									X		O				
Utilities Services		X													X
Street Maintenance															X
Debris Removal		O		O	O										X
Damage Assessment		X										X	X		O
Resource and Supply		X													O
Economic Stabilization	X	O													
Medical Services									O	X	X				
Mortuary Services									X	O	O				
Shelter Upgrading		X				O	X	O					O		

Attachment 3

Continuity of Government / Succession of Authority

Continuity of emergency operations is critical to the successful execution of emergency operations. Therefore, the following lines of succession are specified in anticipation of any contingency, which might result in the unavailability of the ranking member of the administrative hierarchy. The decision-making authority for each organization or service function is listed below by position in decreasing order.

<u>Organization/Service Function</u>	<u>Authority in Line of Succession</u>
Direction and Control	<ol style="list-style-type: none">1. Director of Emergency Management2. Board of Supervisors Vice-Chairman3. County Administrator4. Coordinator of Emergency Management
Emergency Public Information	<ol style="list-style-type: none">1. Public Information Officer2. Director of Emergency Management3. County Administrator4. Coordinator of Emergency Management
Sheriff's Office	<ol style="list-style-type: none">1. Sheriff2. Major3. Captain
Planning & Zoning / Building Department	<ol style="list-style-type: none">1. Chief Building Inspector2. Building Official3. Building Inspector
Fire Departments	<ol style="list-style-type: none">1. Chief2. Assistant Chief
County EMS Staff	<ol style="list-style-type: none">1. Supervisor
Rescue Squad	<ol style="list-style-type: none">1. Captain2. First Lieutenant
School System	<ol style="list-style-type: none">1. Superintendent2. Assistant Superintendent3. Facilities Director
Health Department	<ol style="list-style-type: none">1. Director2. Assistant Director
Social Services	<ol style="list-style-type: none">1. Director2. Social Worker Supervisor

Extension Office

1. Extension Agent
2. Extension Agent

Attachment 4
Declaration of a Local Emergency – Sample

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF GREENE COUNTY, VIRGINIA, HELD AT _____, ON _____, 2 _____, RESOLUTION _____ - _____, DECLARING A LOCAL EMERGENCY TO EXIST IN GREENE COUNTY, VIRGINIA.

WHEREAS, the Board of Supervisors of the County of Greene, Virginia, does hereby find as follows:

1. That due to the occurrence of _____, the County of Greene is facing a condition of extreme peril to the lives, safety and property of the residents of Greene County;
2. That as a result of this extreme peril, the proclamation of the existence of an emergency is necessary to permit the full powers of government to deal effectively with this condition of peril.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of the County of Greene, Virginia, that a local emergency now exists throughout the County of Greene; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of this emergency the powers, functions, and duties of the Director of Emergency Management and the Emergency Management organization and functions of the County of Greene shall be those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of the County of Greene in order to mitigate the effects of said emergency.

In order to carry out the effect of this resolution, a sum of money, not to exceed \$_____, is hereby appropriated from the county's unappropriated fund balance (from the Board's Special Account fund) to cover the reasonable operational costs of Emergency Management pending further report to this Board and such additional appropriations as shall be deemed necessary to cover the expected scope of this emergency.

Dated: _____

Board of Supervisors, Greene County, VA

Attest: _____

Clerk, Board of Supervisors
County of Greene,
Commonwealth of Virginia

Attachment 5

Emergency Operations Plan Distribution List

Board of Supervisors (All Members)
County Administrator
Coordinator of Emergency Management
Stanardsville Volunteer Fire Department
Ruckersville Volunteer Fire Department
Dyke Volunteer Fire Department
Greene County Rescue Squad / UVA Medic V
Greene County Sheriff's Office
School System / Superintendent of Schools
Greene County Department of Social Services Director
Greene County Health Department Director
Greene County Department of Planning and Zoning / Building Department
Greene County Attorney
Regional Hospitals
Greene County Extension Agent
American Red Cross / Central Virginia Regional Chapter (Charlottesville)
Virginia Department of Emergency Management / Local Plans Assistant
Virginia Department of Emergency Management / Regional Coordinator
Virginia State Police / Area Supervisor

Attachment 6

National Incident Management System (NIMS) Resolution

The National Incident Management System (NIMS) is the first-ever standardized approach to incident management and response. Developed by the Department of Homeland Security and released in March 2004, it establishes a uniform set of processes and procedures that emergency responders at all levels of government will use to conduct response operations. Developed by the Secretary of Homeland Security at the request of the President, NIMS integrates effective practices in emergency response into a comprehensive national framework for incident management. The NIMS will enable responders at all levels to work together more effectively and efficiently to manage domestic incidents no matter what the cause, size or complexity, including catastrophic acts of terrorism and disasters. Federal agencies also are required to use the NIMS framework in domestic incident management and in support of state and local incident response and recovery activities.

The benefits of the NIMS system will be significant:

- Standards for planning, training and exercising;
- Personnel qualification standards;
- Equipment acquisition and certification standards;
- Interoperable communications processes, procedures and systems;
- Information management systems with a commonly accepted architecture;
- Supporting technologies - voice and data communications systems, information systems, data display systems, specialized technologies; and
- Publication management processes and activities.

NIMS Resolution is on file in the County Administration Office

Attachment 7

Exercise and Training Recommendations

Four-Year Training Plan

The following courses offered by the Emergency Management Institute (Federal Emergency Management Agency), in cooperation with the Virginia Department of Emergency Management are required for Emergency Management Planning Grant (EMPG) funded localities and recommended for all others:

- Emergency Program Manager (IS-1, Independent Study)
- Radiological Emergency Management (IS-3, Independent Study)
- Exercise Design (IS-139, Independent Study)
- Emergency Planning (IS-235 Independent Study)
- Continuity of Government Workshop (G-250, 1.5 days)

Four-Year Exercise Plan

The Virginia Department of Emergency Management recommends that all other localities also conduct or participate in one full-scale and three functional exercises over this period. Exercise types, national security, natural disaster, or technological hazards, should be rotated. Exercise requirements for EMPG funded localities include the following:

- Technological Hazards / Functional: Haz Mat / Fire / EMS / Chemical Spill
- Technological Hazards / Functional: Reception & Care / Health
- National Security / Functional: EOC / Communications
- Natural Disaster / Full Scale: Flash Flood

EMERGENCY SUPPORT FUNCTIONS

ESF 1: TRANSPORTATION / EVACUATION

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ All transportation activities coordinated by school system / transit
- ☐ Check all school / transit buses for operational readiness
- ☐ Notify EOC of any vehicle failures / issues
- ☐ Stage vehicles at critical pre-determined locations
- ☐ Have sign in sheets on each bus to track individuals
- ☐ Utilize pre-determined bus routes
- ☐ Other key issues – notes

MISSION

To affect a timely and orderly evacuation of the risk population, to provide for the security of areas evacuated, and to identify and relocate critical resources that will not only support the population at risk while sheltered but bring about a prompt and effective recovery following the disaster as well.

SITUATION AND ASSUMPTIONS

Emergency situations may occur in Greene County that could potentially require minor or major evacuations. Situations such as a major fire, aircraft accidents, hazardous material incidents, or localized flooding may require small-scale evacuations, whereas an event such as a hurricane may require mass evacuation.

The County has the primary responsibility of ordering an evacuation and ensuring the safety of its citizens.

Emergency transportation will be provided for people who have no means of transportation and/or who require special transportation accommodations (i.e. lift buses or vans).

The decision to evacuate, as well as the scope of the evacuation, will depend on the type of hazard; its magnitude, intensity, duration, and anticipated time of occurrence, assuming it hasn't already happened.

Areas that may require or precipitate an evacuation in the County (i.e. flood plains, facilities that store, generate, or transport hazardous materials, major transportation routes) will be identified and plans developed to address these potential hazards.

Facilities within the identified risk areas will be notified of the potential hazard(s) so that contingency plans to address the hazards may be developed.

ORGANIZATION

The prompt and effective evacuation of high-risk areas requires the cooperation and coordination of many County departments, state and federal agencies, private facilities, volunteer agencies/groups, and adjacent jurisdictions. The Greene County Office of Emergency Services will coordinate this effort.

CONCEPT OF OPERATIONS

- A. The Director of Emergency Management is responsible for issuing the order to evacuate during an incident with imminent threat to life safety; however, in the event of a fire or hazardous materials incident, the first arriving unit and/or Incident Command may order an evacuation.
- B. The Greene County Office of Emergency Services will be coordinating the evacuation effort. The Sheriff's Office, assisted by the fire department (if available), the Virginia State Police, and the Virginia Department of Transportation are responsible for implementing the evacuation

directive. Evacuation response teams will be organized for warning, traffic control, and security of the evacuated areas, as necessary.

- C. The Coordinator of Emergency Management, assisted by the school administration and Greene County Transit will coordinate all transportation resources that will be utilized in the evacuation. The school system will provide school buses for transporting those people who do not have any means of transportation. If necessary, additional transportation resources will be solicited from public and private bus companies, churches, as well as private non-profit agencies that provide transportation services for special populations in the County. Local service stations and independent towing services will provide road services as necessary.
- D. Should an evacuation become necessary, warning and evacuation instructions will be announced via the emergency notification system, radio, and television. The Public Information Officer will develop and provide public information announcements and publications regarding evacuation procedures, to include recommended primary and alternate evacuation routes, designated assembly routes as well as potential health hazards associated with the risk.
- E. Evacuees will be advised to secure their homes and turn off utilities before leaving. The Sheriff's Department and private security firms (if applicable) will provide for the security of the evacuated area. The Virginia Department of Transportation will assist in controlling access to the evacuated area by erecting traffic barriers at strategic points. If an accident requiring evacuation occurs at any one of the County's industrial plants, the County will provide assistance as required. If an accident requires large-scale evacuation, the County may need to coordinate with the surrounding jurisdictions to receive and care for evacuees in a designated shelter center located safely away from the impacted area.

EMERGENCY MANAGEMENT ACTIONS – TRANSPORTATION / EVACUATION

A. Normal Operations

- 1. Delineate hazard-prone areas that may need to be evacuated.
- 2. Develop plans and procedures to provide warning and effect evacuation.

B. Increased Readiness

A natural or man-made disaster is threatening the local area. (I.e. flash flood watch)

- 1. Review and update plans and procedures.
- 2. Delineate the specific areas that may need to be evacuated and designate evacuation routes.
- 3. Make a list of potential evacuees, if feasible.
- 4. Prepare news releases.
- 5. Anticipate and resolve special problem such as evacuating nursing homes, schools, etc.
- 6. Alert personnel to standby status.
- 7. Begin to keep records of all expenses incurred and continue for the duration of the emergency.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. Implement evacuation. Disseminate warning via the emergency notification system, radio, television, news releases and via mobile loudspeakers.
2. The EOC staff should maintain a log of emergency operations noting the time each area or family is alerted to the evacuation order.
3. Provide security for the evacuated area. Set up barricades and deny access to all but essential traffic.
4. Advise the State EOC of the order to evacuate and advise again when the evacuation has been completed.
5. Complete evacuation.
6. Consider expanding the evacuation area, if necessary.
7. Continue to provide security and access control for the evacuated area.
8. Record disaster-related expenses.

D. Recovery

1. Continue to provide security and access control for the evacuation area, if necessary.
2. Compile and submit records of disaster-related expenses.

ESF 2: COMMUNICATIONS
QUICK REFERENCE CHECK LIST
GREENE COUNTY

- ☐ Monitor all communication systems for proper working order
- ☐ Recall off duty personnel as necessary
- ☐ Make any required notifications
- ☐ Implement any emergency procedures
- ☐ Test back up communications equipment
- ☐ Verify ARES team members are in place
- ☐ Other key issues – notes

MISSION

To provide communications for the direction and control of emergency operations throughout the County.

ORGANIZATION

Warning and emergency communications will be directed and controlled from the County Emergency Communications Center. This facility is operated 24 hours a day, 7 days a week and is located at 10005 Spotswood Trail, Stanardsville, VA 22973.

CONCEPT OF OPERATIONS

- A. The County Emergency Communication Center is the point of contact for receipt of all warnings and notifications of actual or impending emergencies or disaster. The communications officers on duty will notify other key personnel, chiefs and department heads as required by the type of report and standard operating procedures (SOP).
- B. The telephone companies will ensure that communications essential to emergency services are maintained. During a major disaster, additional telephone lines will be installed in the Emergency Operations Center (EOC) to coordinate emergency operations. At least one phone with a special publicized number will be reserved for “rumor control” to handle citizen inquiries. The Coordinator of Emergency Management will coordinate with the telephone company to provide these services.
- C. Should normal communications be disrupted, amateur radio operators will provide emergency backup radio communications between the EOC and the State EOC. They will also provide communications with some in-the-field operators.

EMERGENCY MANAGEMENT ACTIONS – COMMUNICATIONS

A. Normal Operations

- 1. Maintain effective communications in order to have the capability to direct and control emergency operations, as well as to provide initial warning and alerting, in the event of an emergency.
- 2. Develop procedures for communications, to include setting up telephones in the EOC on short notice and backup radio communications for operations in the field.
- 3. Develop procedures for warnings.
- 4. Describe the warning devices to be used.
- 5. Assure complete geographical coverage.
- 6. Assign responsibilities for activating warning systems. Include provisions for warning special facilities (schools, hospitals, nursing homes, major industrial employers, etc.) and individuals (hearing-impaired and non-English speaking), as appropriate.
- 7. Maintain, test, and upgrade communication equipment as necessary, to ensure as well as enhance the County’s communications capability in the event of an emergency.
- 8. Assign emergency duties and provide specialized training, as needed.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Alert on-duty personnel, chiefs, and department heads, as required, by the type of incident and standard operating procedures.
2. Continue to monitor the situation.
3. Conditions continue to worsen requiring full-scale mitigation and preparedness activities.
4. Alert all personnel.
5. Ensure the operational capability of the EOC.
6. Test communications systems and backup electrical power.
7. Alert special facilities, if appropriate, that would require assistance to evacuate from threatened areas.
8. Ensure that amateur radio operators are on standby to provide emergency backup radio communications in the event normal communications are disrupted.

C. Response

Disaster strikes. An emergency response is required to protect lives and property.

1. Maintain essential communications.
2. Activate rumor control communications equipment and personnel to handle citizen inquiries.
3. Coordinate, as necessary, with amateur radio operators to enhance the existing communications network and possibly to facilitate communications with selected in-the-field operators.

D. Recovery

1. Continue to maintain essential emergency communications through the established emergency communications network or through the use of amateur radio operators, if necessary, until the emergency has subsided.
2. Continue to provide rumor control communications equipment and personnel until the fears and concerns of the public have been alleviated.

AMATEUR RADIO EMERGENCY SERVICE

The Amateur Radio Emergency Service (ARES) is an unincorporated association of federally licensed amateur radio operators who have voluntarily offered their qualifications and equipment for communications duty in public service when disaster strikes, pursuant to Federal Communications Rule 97.1(a).

The Greene County leadership within ARES is exercised by the Coordinator of Emergency Management to assist in the administration and operation of ARES throughout the County. The ARES Emergency Coordinator for Greene County reports directly to the Coordinator of Emergency Management who, in turn, reports to the Virginia Section Emergency Coordinator.

A Memorandum of Understanding (MOU) between the Commonwealth of Virginia Department of Emergency Services and the Amateur Radio Emergency Service for the Radio Amateur Emergency Civil Service was signed on June 1, 1991 and remains in effect.

Upon notification by the EOC or other appropriate Greene County officials, the Greene County ARES Emergency Coordinator will alert his/her ARES members, task and organize his/her personnel and communications resources, and report immediately to the EOC or other locations as directed. Upon reporting to the responsible Greene County official directing activation, the ARES Emergency Coordinator shall receive tasking from that official until termination of the emergency. Should the Virginia Department of Emergency Management or higher authority activate the Radio Amateur Civil Service (RACES) as specified in the Code of Virginia, Section 44-146.16, the ARES members will then assume the authorizations and responsibilities as defined under the FCC rules and regulations.

Greene County ARES members are prepared to provide emergency backup radio communications, sustained by their own emergency backup power, from any location within Greene County to other local, state, and national locations, should the emergency so warrant. Emergency backup radio communications provided by Greene County ARES members include equipment utilizing a wide variety of media and frequencies that are capable of passing telecommunications requirements of the EOC or other local officials.

It shall be the responsibility of the Greene County ARES Emergency Coordinator to ensure that personnel and communications resources assigned to his/her area remains fully prepared to support any of the functional operations phases. He/she shall keep the EOC fully advised of the state of readiness of ARES in Greene County.

ESF 3: PUBLIC WORKS, UTILITIES, INSPECTIONS, PLANNING AND ZONING

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Check operational readiness of all equipment; including vehicles
- ☐ Notify/recall off duty personnel as necessary
- ☐ Establish contact with private resources
- ☐ Advise Director/Coordinator of possible needs/actions
- ☐ Prepare for debris removal
- ☐ Provide maps for EOC as needed
- ☐ Prepare for inspecting structures immediately after a disaster
- ☐ Other key issues – notes

MISSION

To conduct hazard mitigation activities prior to and following an emergency situation; provide a debris disposal site and dispose of debris; conduct emergency repair or restoration of county facilities and structures; assist in implementing emergency response actions to protect life and property; provide the EOC with necessary maps, charts, and status boards; assist in initial damage assessments; conduct necessary inspections to ensure the integrity of buildings; assist with debris removal; and ensure that any rebuilding complies with existing zoning, land-use and building regulations.

ORGANIZATION

In Greene County, the Fleet and Facilities Department serves as the “Public Works” department and is responsible for maintenance of County buildings and grounds other than School Board property.

Greene County is served by the following utilities: Century Link Telephone Company, Dominion Virginia Power, Rappahannock Electric Cooperative, Central Virginia Power, Columbia Gas, and Rapidan Service Authority (water and sewer). These utilities function independently of Greene County.

CONCEPT OF OPERATIONS

- A. Building and Grounds will coordinate responsibilities under the direction of the Coordinator of Emergency Management. A representative from Building and Grounds will report to the Greene County EOC to assist in this effort. Contingency plans to provide debris disposal will be developed. Building and Grounds will also assist other County departments in developing and implementing mitigation strategies, response actions, and recovery activities to protect life and property, as well as bring about a prompt recovery.
- B. Building and Grounds will be responsible for securing and providing the necessary resource material and expertise in their respective areas, through public as well as private means, to efficiently and effectively perform their duties in the event of an emergency. Resource lists will be developed and maintained that detail the type, location, contact arrangements, and acquisition procedures of the resources identified as being critical. Mutual aid agreements will be developed and maintained with adjacent jurisdictions, private industry, quasi-public groups, and volunteer groups, as appropriate, to facilitate the acquisition of emergency resources and assistance.
- C. The Building Department will inspect all building for structural, electrical, gas, plumbing and mechanical damage following a disaster situation. They will ensure that any repairs or rebuilding that occurs following the occurrence will comply with all County Building Codes, Zoning and Land-Use Regulations and the Comprehensive Plan.
- D. The Planning Department will furnish population data, charts and development plans as required. Liaison will be maintained with local building, electrical, plumbing and mechanical contractors to obtain their services when required.

- E. The Coordinator of Emergency Management, in conjunction with the Finance Director, and Human Resource Director, will assist County departments in the procurement of the necessary resources, to include the contracting of specialized services and the hiring of additional personnel, to effectively respond to and recover from the emergency at hand. Records of all expenditures relating to the emergency/disaster will be maintained.
- F. Priorities will be set regarding the allocation and use of available resources. Training will be provided, as required, in the use of the specialized equipment.

EMERGENCY MANAGEMENT ACTIONS – PW, UTILITIES, INSPECTIONS, & P & Z

A. Normal Operations

1. Develop plans and strategies to prevent and/or mitigate damage resulting from potential emergency events that have occurred locally in the past or that have a high probability of occurring in the future (i.e. flooding, spill cleanup, etc).
2. Develop contingency plans to provide debris removal.
3. Procure and store appropriate resource material to effectively deal with common emergency response incidents (i.e., snow, ice, spills).
4. Identify and maintain liaison with business, industries and local contractors, as well as federal, state and town agencies, which could provide additional expertise and equipment/resources and personnel if necessary.
5. Ensure that all construction that occurs within the County is in compliance with all applicable county codes / plans.
6. Maintain and update maps and population estimates.
7. Conduct inspections to enforce and carry out building codes (i.e. structural, mechanical, plumbing, gas and electrical).
8. Make task assignments and delineate emergency roles of staff.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Alert personnel; place off-duty personnel on standby.
2. Review existing plans and procedures.
3. Ensure that the necessary equipment and resources are available and ready to be activated.
4. Contact and maintain liaison with town, state, federal agencies, as well as private industry, to ensure that backup resources are available and can be quickly dispatched, if necessary.
5. Notify public of proper policies and procedures to follow to ensure their safety.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. A representative shall report to the Greene County EOC on behalf of the building and grounds and planning department.
2. Call in off-duty personnel.

3. Activate the necessary equipment and resources to address the emergency.
4. Provide County owned vehicles and staff to the Coordinator of Emergency Management to utilize as deemed necessary. (i.e. transport of residents, errands, etc.)
5. Begin to implement record keeping of all expenses and continue to do so throughout the duration of the event.
6. Furnish population data, charts, development plans and personnel as required.
7. Coordinate response with other departments.
8. Follow established procedures and implement appropriate strategies to address emergency at hand.
9. Contract with federal and state agencies, as well as private industry for additional resources, equipment, and personnel, if necessary.

D. Recovery

1. Dispose of debris brought to landfill and collection.
2. Repair and restore public facilities and services promptly and properly.
3. Compile and submit records of disaster-related expenses incurred by the Building and Grounds and Planning Department to the Coordinator of Emergency Management.

ESF 4: FIRE SERVICE
QUICK REFERENCE CHECK LIST
GREENE COUNTY

- ☐ Test all response and back up equipment
- ☐ Notify mutual aid departments of possible needs
- ☐ Alert/recall all volunteer personnel as necessary
- ☐ Prepare to assist with public notification
- ☐ Prepare for post disaster actions
- ☐ Other key issues – notes

MISSION

To direct and control operations regarding fire prevention, fire suppression, rescue and hazardous material incidents; as well as to assist with warning and alerting, evacuation, communications and other operations as required in time of emergency.

ORGANIZATION

The Greene County fire representative will coordinate the response of the fire departments and will be a part of the EOC staff, which will assist with the overall direction and control of emergency operations. The three local fire departments will coordinate efforts and designate one individual to represent all three departments during EOC activation.

CONCEPT OF OPERATIONS

- A. The Greene County Volunteer Fire Departments are prepared to assume primary operational control in fire prevention strategies, fire suppression, and hazardous material incidents.
- B. Mutual aid agreements will be implemented should an emergency demand greater resources than are available within the County or in the event other jurisdictions need assistance to effectively respond to an emergency.
- C. Fire department personnel who are not otherwise engaged in emergency response operations will assist other County agencies in warning and alerting the public, evacuation, and communications as is necessary and appropriate during an emergency situation.

EMERGENCY MANAGEMENT ACTIONS – FIRE SERVICE

A. Normal Operations

- 1. Develop and maintain plans and procedures to provide fire and rescue services in time of emergency.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

- 1. Alert all volunteer personnel.
- 2. Review and update plans and procedures.
- 3. Alert personnel to stand-by status.
- 4. Begin to implement record keeping of all incurred expenses and continue for the duration of the emergency.
- 5. Check firefighting, rescue, and communications equipment.

C. Response

Disaster strikes. An emergency response is required to protect lives and property.

1. The designated fire representative should report to the EOC and assist with emergency operations.
2. As the situation worsens, assign duties to all personnel. Fire department personnel may be requested to assist with warning and alerting, evacuation, communications, and emergency medical transport.
3. Follow established procedures in responding to fires and hazardous materials incidents and in providing rescue services.
4. For other disasters: Continue to assist with warning and alerting, evacuation, communications, ground search and rescue, and emergency medical transport as well as any other emergency response operations, as required, in time of emergency.
5. Record disaster-related expenses.

D. Recovery

1. Continue to provide essential services as required.
2. Continue search and certain rescue operations, if required.
3. Assist with cleanup operations.
4. Assist with the inspection of damaged facilities, if applicable.
5. Compile and submit records of disaster-related expenses incurred by the fire service to the Coordinator of Emergency Management.

ESF 5: EMERGENCY MANAGEMENT

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ EOC operational with all necessary equipment
- ☐ EOP available
- ☐ Key staff notified and assigned
- ☐ Board of Supervisors notified
- ☐ Local emergency requirement assessed
- ☐ PIO in place
- ☐ State EOC notified
- ☐ Notify Finance Director when “Local Emergency” is declared
- ☐ Other key issues – notes

MISSION

When there is no emergency, the mission is to assign emergency duties and responsibilities, direct planning, conduct training, and generally to maintain an effective emergency response capability.

In time of emergency, the mission is to direct and control emergency operations, assure the implementation of actions as called for in this plan, disseminate emergency information to the public, and coordinate with the State EOC should outside assistance be required.

ORGANIZATION

Emergency management operations will be directed and controlled from the County Emergency Operations Center located at 40 Celt Road in Stanardsville, VA. The alternate EOC is located at the Ruckersville Volunteer Fire Department and the Stanardsville Volunteer Fire Company. The EOC staff will consist of the Director of Emergency Management, Coordinator of Emergency Management, key service chiefs/departments heads or their designated representatives. Support personnel are to be designated to assist with communications, logistics, and administration. The Director of Emergency Management will be available for decision making as required.

CONCEPT OF OPERATIONS

- A. The Coordinator of Emergency Management will assume the development and maintenance of SOPs on the part of each major emergency support service. Generally, each service should maintain current notification rosters, designate and staff an official emergency control center, designate an EOC representative, establish procedures for reporting appropriate emergency information, develop mutual aid agreements with like services in adjacent localities, and provide ongoing training to maintain emergency response capabilities. More specific SOP requirements may be listed in each respective ESF as needed.
- B. When an emergency threatens, available time will be used to implement increased readiness measures as listed in each annex to this plan. The Coordinator of Emergency Management will assure that all actions are completed as scheduled.
- C. The EOC support staff will include a recorder, message clerk, and other support personnel as required in order to relieve the decision-making group of handling messages, maintaining logs, placing maps, etc. Procedures for these support operations should be established and maintained. Suggested forms are included. An EOC wall map should be prepared and readily accessible. A separate Reports Section should also be established as an adjunct to the EOC staff.

EMERGENCY MANAGEMENT ACTIONS – DIRECTION AND CONTROL

A. Normal Operations

- 1. Complete a hazards analysis to determine which potential disasters are most likely to occur and which mitigation and preparedness actions are most needed.

2. Develop and maintain an operational capability for emergency operations and reflect the same in the local Emergency Operations Plan.
3. Make individual assignments of duties and responsibilities to staff the EOC and implement emergency operations.
4. Maintain a notification roster of these key personnel and their alternates.
5. Assure that adequate facilities and resources are identified to conduct emergency operations at the EOC and the designated shelter center(s).
6. Develop mutual support agreements with adjacent jurisdictions and with relief organizations, such as the American Red Cross and The Salvation Army.
7. Develop plans and procedures for providing timely information and guidance to the public in time of emergency. Consummate official working agreements with local EAS radio stations.
8. Identify and maintain a list of essential services and facilities that must continue to operate and may need to be protected during an emergency.
9. Test and exercise plans and procedures with periodic exercises and drills. Revise plans and provide training as indicated by test or exercise results.
10. Assure compatibility between this plan and the emergency plans and procedures of key facilities and organizations within the County.
11. Develop accounting and record keeping procedures for expenses incurred during an emergency. Become familiar with federal disaster assistance procedures, the Disaster Preparedness and Assistance Handbook, and the State Emergency Services and Disaster Law of 2000.
12. Define and encourage hazard mitigation activities, which will reduce the probability of the occurrence of a disaster and/or reduce its effects.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review emergency operations plans and procedures and update if necessary. Ensure the operational capability of the EOC facility and alert on-duty personnel.
2. Alert appropriate personnel of the situation and assure that appropriate mitigation and preparedness measures are being taken. Begin to provide periodic staff briefings as required.
3. Implement record keeping of all incurred expenses, if applicable.
4. Prepare to provide emergency information to the public.
5. Direct and control emergency operations. Complete all checklist items listed above. Staff the EOC, as required. Provide logistical support to the on-site emergency response personnel.
6. Brief the Board of Supervisors as appropriate.
7. Call a meeting of County personnel. Review actions already taken and expedite those necessary to conduct in-the-field mitigation and preparedness activities. Assure the completion of checklist items in each ESF.
8. Disseminate emergency information and protective action guidance to the public.
9. Advise individuals to evacuate from danger areas, if appropriate.
10. Establish and maintain liaison with the State EOC and adjacent jurisdictions.
11. Provide daily situation reports to the State EOC via WebEOC.
12. Continue to maintain records for all expenses incurred.

13. Coordinate daily with department heads.

C. Response

Disaster strikes. An emergency response is required to protect lives and property.

1. Direct and control emergency operations.
2. Ensure that previous checklist items have been completed or initiated.
3. Provide emergency information and protective action guidance to the public.
4. Declare a local emergency if the situation warrants.
5. Provide periodic situation reports and requests for assistance to the State EOC via WebEOC, as the situation requires.
6. Ensure that an accurate record of expenses is maintained.
7. Make an Initial Damage Assessment and submit via WebEOC.

D. Recovery

1. This phase requires that priority attention be given to the restoration of essential facilities and an assessment of damage effects.
2. Restore essential facilities and services.
3. Provide temporary housing and food as required.
4. Continue to maintain a record of disaster-related expenditures.
5. Coordinate with the State EOC. Provide supplementary damage assessment information as required. Request post-disaster assistance if appropriate.
6. Provide information to the public.

EMERGENCY OPERATIONS CENTER (EOC)

MISSION

To provide centralized direction and control of any or all of the following functions: direction of all emergency operations; communications and warning, consolidation, analysis and dissemination of damage assessment data; collection and analysis of radiological monitoring readings; forwarding consolidated reports to state government; and, issuing emergency information and instructions.

ORGANIZATION

A. See Organization Chart (Attachment 1).

B. The EOC staff will be organized as follows:

1. **Executive Group:** Provides overall direction and control of emergency operation.
2. **Operations Group:** Maintains accurate estimates of the emergency situation, maintains current records of utilization and availability of resources and implements orders of the Executive Group.
3. **Communications Group:** Establishes, operates and maintains communications with required elements of County resources, adjacent cities and counties and state agencies.

4. **Damage Assessment and Analysis Group:** Maintains current Situation Reports referencing damages.
5. **Information Group:** Collects, analyzes and disseminates appropriate official information to the population concerning the emergency.
6. **Support Group:** Provides logistical support for EOC operations.

CONCEPT OF OPERATIONS

The EOC will be activated and operated as follows:

- A. The activation of the EOC will be ordered by the Director or Coordinator of Emergency Management based upon the best available information. Depending on the situation, a partial or full activation will be ordered.
- B. Partial activation will be ordered when the emergency requires relatively few personnel to accomplish the necessary tasks. Such situations might vary from weather warnings or operations resulting from minor storm damage, fire, and vehicular accidents with multiple casualties, etc.
- C. Full activation will be ordered when widespread destruction has occurred or there is an imminent threat of such destruction. An incident of such magnitude would require commitment of a large number of personnel and equipment resources to properly respond to and recover from an incident.
- D. Initial situation briefings will be provided by the Coordinator of Emergency Management.
- E. Direction and control of County personnel and resources employed in support of disaster operations is exercised by the department or agency furnishing support.
- F. All requests for State or Federal resources are made via the Virginia Department of Emergency Management at (804) 674-2400, 1-800-468-8892, or via WebEOC.
- G. Depending upon the severity and magnitude of the incident, the EOC may have to operate for an extended period of time. Therefore, each department or agency assigning personnel to the EOC should allow for additional relief personnel on a shift basis.
- H. The County Emergency Operations Center in Greene County will operate as the EOC. Telephone lines will be trunked into the room for use when the EOC is activated. Telephones not used in an emergency will be brought to the EOC if necessary.

EMERGENCY MANAGEMENT ACTIONS – EMERGENCY OPERATIONS CENTER

- A. Emergency Operations Center functions during all three operational phases (Mobilization, Response and Recovery) include, but are not limited to:

1. EXECUTIVE GROUP

- a) Direct overall emergency operations.

- b) Initiate activation of EOC.
- c) Determine operational courses of action.
- d) Make decisions as to adoption of course of action.
- e) Adjudicate conflicting claims and/or requests for available personnel, equipment and other resources.

2. OPERATIONS GROUP

- a) Develop and maintain an accurate status of the emergency situation.
- b) Record and maintain current status of resources.
- c) Develop course(s) of action based on the emergency and available resources.
- d) Implement course of action approved by the Executive Group.
- e) Coordinate the procurement and utilization of all support services and resources made available from throughout the County.

3. COMMUNICATIONS GROUP

- a) Establish and maintain emergency communications to include communications with adjacent cities and counties.
- b) Establish and maintain communications with the following agencies:
 - i. Greene County Volunteer Fire Departments
 - ii. Greene County EMS (Volunteer and Career Staff)
 - iii. Greene County Sheriff's Department
 - iv. Greene County School System
 - v. Greene County Department of Social Services
 - vi. Virginia Emergency Operations Center
 - vii. Virginia State Police
 - viii. All surrounding governmental agencies maintaining mutual aid/assistance agreements with Greene County.
- c) Insure continuous telephone communications.
- d) Monitor NAEAS and EAS stations.
- e) Establish and operate the EOC Message Center.

4. DAMAGE ASSESSMENT AND ANALYSIS GROUP

- a) Maintain current damage status to include estimated dollar amounts.
- b) Display damage status in EOC.
- c) Recommend to Operations Groups priorities for debris removal.

5. INFORMATION GROUP

- a) Act as Greene County Public Information Office.
- b) Establish and operate an emergency information clearing point.
- c) Prepare and present official press releases to media based on current and factual information.

6. SUPPORT GROUP

- a) A group of specialty trained individuals will constitute an EOC Response Team.
- b) The team would be trained in the County Emergency Operations Plan and how to establish and operate an EOC.
- c) This group will maintain support and logistical coordination for all other groups in the EOC.

7. FOOD AND LODGING

- a) County staff will coordinate the operation of the cafeteria facilities necessary to feed the EOC staff.
- b) Cots and bedding will be furnished by the American Red Cross.

8. FIRST AID MEDICAL

- a) The Greene County EMS Department will establish and operate an emergency medical services treatment area for the EOC staff.

9. GOODS AND SERVICES

- a) Requests for supplies and services will be made to the Budget and Accounting representatives assigned to the EOC, who will authorize all expenditures.
- b) With the exception of times during a “Local Emergency Declaration”; all purchases of such goods and services will be approved and purchased using a County purchase requisition.
- c) Agencies/departments will furnish supplies required for their particular activity.
- d) Personnel will provide their own personal use items.
- e) Every effort will be made by on-duty law enforcement and fire and rescue personnel to establish the safety of the families of on-duty County personnel involved in the emergency. This is to insure the well being of families of essential employees.

10. TRANSPORTATION

- a) Transportation to and from the EOC will be the responsibility of the individual.
- b) Emergency requests for transportation to and from the EOC will be made to the Coordinator of Emergency Management on an individual basis for requirements generated due to breakdowns or inclement weather.

PRIMARY EOC STAFFING

Skeletal Staffing

Coordinator of Emergency Management
Deputy Coordinator of Emergency Management

Limited Staffing

Coordinator of Emergency Management
Deputy Coordinator of Emergency Management
Sheriff Representative
Fire Representative
Rescue Representative
Social Services and/or Red Cross
Phone Operator (responsible for incoming phone calls / transfers)
Message Clerk (responsible for status board updates, maps, etc.)

Full Staffing

Director of Emergency Management
Coordinator of Emergency Management
Deputy Coordinator of Emergency Management
County Attorney
Planning Director / Deputy County Administrator (Public Information / Rumor Control)
Sheriff Representative
School Superintendent
Fire Representative
Rescue Representative
Social Services
Health Department
Red Cross
Virginia Department of Transportation
ARES Emergency Coordinator
Phone Operator (2 – responsible for incoming phone calls / transfers)
Message Clerk (2 – responsible for status board updates, maps, etc.)

Public Information / Rumor Control

Public Information / Rumor Control will consist of the following staff:

Public Information Officer (Planning Director / Deputy County Administrator)
Message Clerk
Security

SUGGESTED EOC MESSAGE FLOW

Message Clerk/Phone Operator

Receive incoming messages. Record them on standard 3-color form. Enter in personal log & make a photocopy if desired. Deliver messages to the Coordinator.

Coordinator

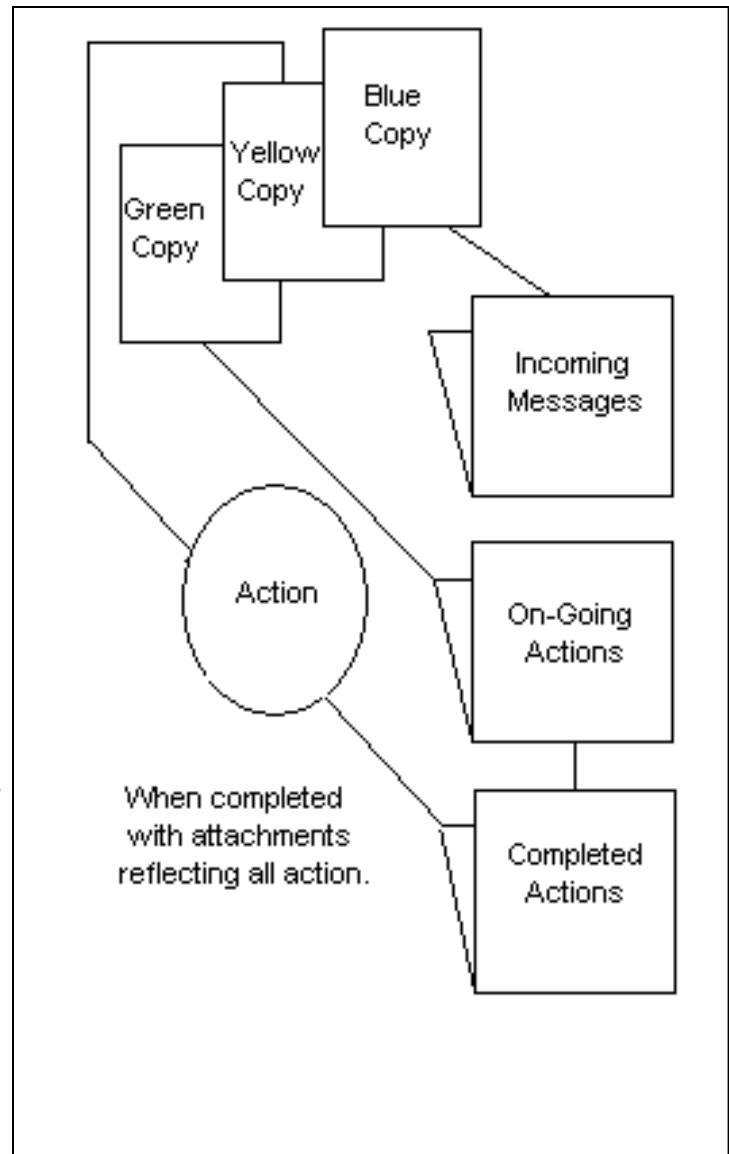
Direct & control all emergency operations. Delegate action to service chiefs as needed by giving them the yellow action copy of the message. Assure the routing of all official messages through the Coordinator to the Message Clerk for filing.

Message Clerk

Maintain the official files for the Coordinator; “Incoming Messages,” “On-going Actions,” & “Completed Actions.” Maintain a log of all messages. Assist the Coordinator in keeping abreast of the status of all actions. Make copies of messages & supporting documentation & return them with the original to the individual making the request. Any other duties as assigned by the Coordinator.

Service Chiefs

Receive task on yellow copy from Coordinator & complete action. Make a record of all action & attach to yellow “action copy” of message. Return to Coordinator. Retain a photocopy of yellow message plus any attachments.



ESF 6: MASS CARE, HOUSING, & HUMAN SERVICES

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Joint effort by Social Services, American Red Cross, Schools, & Health Department
- ☐ Evaluate possible shelter needs
- ☐ Notify/recall shelter staff as necessary
- ☐ Assess/inspect shelters being considered for use
- ☐ Prepare registration materials
- ☐ Consider special needs population requirements
- ☐ Determine maximum number shelter can accommodate
- ☐ Establish EMS and security for shelter
- ☐ Other key issues – notes

MISSION

To receive and care for persons who have evacuated, either from a high-risk area in anticipation of an emergency or in response to an actual emergency; this includes cooling/warming stations.

ORGANIZATION

The Social Services Department, assisted by the Superintendent of Schools, the American Red Cross, and the Health Department is responsible for the reception and care of evacuees. Public school employees may be assigned support tasks. Security will be provided by the Sheriff's Department. The Health Department will establish a medical care service and arrange for emergency transportation at the shelter center in conjunction with the local rescue squad.

The three primary functions within ESF 6 include:

- A. **Mass Care** involves the coordination of non-medical mass care services to include sheltering of victims, organizing feeding operations, providing emergency first aid at designated sites, collecting and providing information on victims to family members, and coordinating bulk distribution of emergency relief items.
- B. **Housing** involves the provision of assistance for short and long-term housing needs of victims.
- C. **Human Services** include providing victim related recovery efforts such as counseling, identifying support for persons with special needs, expediting processing of new benefits claims, assisting in collecting crime victim compensation for acts of terrorism, and expediting mail services in affected areas. Victims may seek aid from the Greene County Victim Witness Director.

CONCEPT OF OPERATIONS

- A. Potential hazards, such as flooding and hazardous materials incidents, may require the evacuation of selected areas. The actual emergency situation will, of course, determine the scope of the evacuation and the number of evacuees.
- B. In the event of a small-scale evacuation, shelter and care can be provided at the nearest public school, fire station or rescue squad. In the event of a large-scale evacuation/displacement of residents, the Coordinator of Emergency Management will advise the Superintendent of Schools, the Department of Social Services, the American Red Cross, and the Health Department. They will then activate Evacuation Assembly Center(s) as needed. The American Red Cross will operate the shelters, with assistance from the school system, the Department of Social Services and the Health Department in ARC-approved shelters. Food will be provided in the shelters. Other schools, churches, or alternate public or private facilities may also be utilized, either by the county or by the Red Cross, or both, if necessary.
- C. Evacuees will be advised to bring the following items with them if time and circumstances permit: one change of clothing, special medicines, baby food and supplies if needed, and sleeping bags or blankets.

- D. Upon arrival, registration forms will be completed for each family. Records will be maintained on the whereabouts of all evacuees throughout emergency operations. A sign-in/sign-out log shall be maintained.
- E. The Department of Social Services will assure that handicapped and elderly persons are provided for in time of emergency. Public information materials should be modified for these populations so that they will be aware of primary hazards and response actions to be taken.
- F. Should crisis-counseling services be required, trained mental health professionals will be arranged for through the Department of Social Services.
- G. Daily situation reports should be provided to the EOC about the status of evacuees and of operations at the shelter center(s). Adequate records must be maintained for all costs incurred in order to be eligible for post-disaster assistance.

EMERGENCY MANAGEMENT ACTIONS – MC, HOUSING, & HUMAN SERVICES

A. Normal Operations

1. Develop plans and procedures to receive and care for an indeterminate number of evacuees.
2. Designate shelter center(s).
3. Determine maximum capacities for each.
4. Designate manager(s) and other key staff personnel.
5. Negotiate agreements with local motels/hotels or other facilities for lodging small numbers of displaced persons.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review and update plans and procedures.
2. Confirm task assignments and alert key personnel to stand-by status.
3. Prepare the necessary forms.
4. Anticipate and resolve special problems, such as receiving nursing home patients, closing of schools, etc.
5. Begin record keeping of disaster-related expenses and continue for the duration of the emergency.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. When advised that an evacuation order has been issued, activate the shelter center or activate agreements for other lodging, as required.
2. Receive and care for evacuees/displaced persons. Register and maintain accurate records on their status. Provide mass feeding, as required.
3. Provide periodic reports to the EOC.

4. Continue to receive and care for displaced persons. Provide mass feeding, as required.

D. Recovery

1. Continue to provide for the lodging and care of displaced persons, as required.
2. Consolidate and report disaster-related expenses.

**MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF GREENE,
VIRGINIA, THE GREENE COUNTY DEPARTMENT OF SOCIAL SERVICES, THE
THOMAS JEFFERSON HEALTH DISTRICT, AND THE CENTRAL VIRGINIA
CHAPTER OF THE AMERICAN RED CROSS**

PURPOSE

The purpose of this memorandum of understanding is to provide for cooperation and coordination between the **County of Greene (VA)**, the **Greene County Department of Social Services (DSS)**, the **Thomas Jefferson Health District (TJHD)**, and the **Central Virginia Chapter of the American Red Cross (ARC)** to provide shelter and other essential human services in the event of natural or man-made disasters.

DEFINITIONS

- A. **NATURAL DISASTER** means any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, drought, fire, and other natural catastrophe resulting in damage, hardship, suffering, or possible loss of life, and creates human needs that victims cannot alleviate without assistance.
- B. **MAN-MADE DISASTER** refers to any condition following an industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resource shortage or other condition such as sabotage, oil spills, and other injurious environmental contamination; includes terrorist activities that may be propagated through the use of bombs, missiles, shell fire, nuclear, radiological, chemical, or biological means or other weapons or by overt military actions which threaten to cause damage to property, human suffering, hardship or loss of life, and creates human needs that victims cannot alleviate without assistance.

ROLES AND RESPONSIBILITIES

A. **GENERAL**

The Commonwealth of Virginia Emergency Operations Plan (COVEOP), which is published under Executive Order number 73 (97) and which reflects the Commonwealth of Virginia Emergency Services and Disaster Law of 1973, assigns to local governments legal responsibility for providing shelters to the public following Natural and Man-Made Disasters. However, COVEOP assigns responsibility for mass care and shelter management to the State Department of Social Services. Local governments reserve the option to use a number of resources to operate shelters. Each of the parties to this document agrees to provide the following services in preparation and planning for, and in response to, Natural and Man-Made Disasters.

B. **SHELTER DESIGNATION**

Shelter designation for the general public will be made prior to a known event. In the case of public facilities, this will be through a coordinated effort between the American Red Cross, the Emergency Manager, DSS, and any other persons responsible for the facilities. Primary public

facilities will be local schools and educational facilities, with secondary shelters and other facilities identified and agreed to by the ARC and the Emergency Manager, and as approved by jurisdictional leaders. The ARC will designate other privately-owned facilities as backup shelters to local facilities. The ARC will maintain the responsibility of conducting surveys of all shelters.

C. **SHELTER MANAGEMENT**

Shelter management for public facilities will be the sole responsibility of ARC trained Greene County Department of Social Services (DSS) personnel.

D. **SHELTER OPENING PROCEDURES**

When notified by the Emergency Operations Center or the ARC that a shelter needs to be opened, the Emergency Manager will coordinate the opening with ARC and DSS. ARC will coordinate with facility contracts to recommend a shelter that fits the situation. ARC will communicate this recommendation to the Coordinator of Emergency Management, who will get jurisdictional approval and communicate this to the ARC. The Greene County Coordinator of Emergency Management or ARC Disaster Services Program Manager will coordinate with: the facility officer or representative to open the facility; the Health Department and other organizations for nurses; the Sheriff's Department for security; organizations for shelter supply delivery; RACES or ARES for communication in the facility (if needed); and Social Services Directors / Senior Staff for shelter managers. The Emergency Manager or ARC will select an opening time and communicate this time to DSS, the shelter staff, and Public Information Officers (PIOs). PIOs will provide the public with shelter opening information.

E. **SHELTER MANAGER TRAINING**

The ARC will provide for the training of DSS shelter managers as required by ARC directives and as-needed for newly assigned DSS personnel.

F. **ROLE OF THE CENTRAL VA CHAPTER OF THE ARC**

The role of the Central Virginia Chapter of the American Red Cross is defined by Congressional mandate to assist government(s) in providing shelter and mass care. The Central Virginia Chapter of the American Red Cross agrees to provide the following shelter and human services during natural and man-made disasters:

1. To designate a representative to serve in the County's Emergency Operations Center (EOC) during a disaster, if requested to provide said individual.
2. To provide training courses to shelter volunteers and employees of local government. The ARC will coordinate with the Coordinator of Emergency Management and the Director of Social Services to create a mutually agreed upon standard for shelter managers and shelter staff members.

3. To maintain a current list of ARC volunteer shelter staff with assigned responsibilities. Shelter staff at each shelter should include at MINIMUM, for the first 12-hour shift, the following:
 - a) Shelter Operations Manager
 - b) Four (4) Mass Care Volunteers
 - c) One (1) Nurse
 - d) One (1) Security Officer
 - e) One (1) RACES operator / representative (if needed)

All ongoing shift needs will be regularly monitored and evaluated, and every effort will be made to provide the aforementioned minimal staffing level as required by the event.

4. To put one active shelter-staffing group with a shift change and another staffing group on stand-by when the possibility for a shelter situation arises. The ARC will coordinate with the personnel listed in Section D above for the opening of shelters.
5. To keep the ARC EOC representative informed of the number of evacuees, the number of evacuees with special needs, and any special problems encountered. In turn, the EOC representative will keep the Coordinator of Emergency Management updated on the shelter status. The shelter manager will coordinate information to provide a comprehensive briefing to the EOC when requested by the Coordinator or Incident Commander.
6. To maintain a state of readiness to open shelters when requested by the Coordinator of Emergency Management. The ARC will close public shelter operations only when the Coordinator advises the ARC that the need to provide shelter has passed. The ARC may open private shelters and close them as deemed appropriate by the ARC.
7. To coordinate with the Emergency Manager or designee and the School District(s) in designating schools or other facilities that may be used as shelters.
8. To assume financial responsibility for all shelters established pursuant to this agreement and operated by the American Red Cross. Furthermore, the ARC will reimburse the School Board for any food or school supplies that may be used during the shelter operation. Once school provisions have been depleted, the ARC will replenish food and supplies for the shelter for as long as the shelter remains open.
9. ARC disaster responsibilities are nationwide. Therefore, when the Charlottesville ARC is unable to meet the local needs of disaster victims on its own, the ARC will make a request to the Regional ARC to make the resources of the entire area available to assist in the delivery of services. In disasters with company or owner liability implications, the customary emergency services will be extended on either a mass care basis or to individuals and families if such help is not or cannot be provided immediately by the owner of the property involved.

10. To handle welfare inquiries from anxious relatives outside the disaster area while maintaining confidential records of shelter occupants and their whereabouts.
11. To provide ARC assistance regardless of the size of the catastrophe or incident. ARC assistance to disaster victims is not dependent on a Presidential or other federal or state disaster declaration.
12. To coordinate crisis counseling to disaster victims with other state or local mental health resources.
13. Notwithstanding any other agreements, the ARC agrees to defend, hold harmless, and indemnify Greene County against any legal liability in respect to bodily injury, death, and property damage arising from the negligence of the ARC including its employees and volunteers during its use of the property belonging to the County of Greene and / or the several jurisdictions located within.

G. DEPARTMENT OF SOCIAL SERVICES

According to COVEOP, DSS shares with local government the responsibility for sheltering. DSS agrees to provide the following shelter and human services during times of Natural or Man-Made Disasters:

1. To designate a representative to serve in the Greene County EOC, if requested to do so.
2. To maintain a current list of DSS personnel who are ARC shelter trained. The personnel list will designate assignments and shift changes. The shelter staffing needs will be coordinated with the ARC.
3. To maintain a state of readiness to effectively respond and deploy resources in a timely manner during disasters.
4. To assist the ARC in obtaining immediate essential supplies for disaster victims, such as clothing, diapers, medications, and other necessities, without limitation.
5. To coordinate shelter staffing needs with the ARC so that DSS personnel can be relieved of duties in order to open Social Service public assistance programs, such as emergency food stamps to disaster victims and clientele during the disaster recovery period.
6. To coordinate with the Office of Emergency Management and the Virginia Department of Social Services to ensure the services identified and enumerated in the COVEOP will be available.

H. THOMAS JEFFERSON HEALTH DISTRICT

1. To designate a representative to serve in the Greene County EOC, if requested to do so.

2. To maintain a state of readiness to effectively respond and deploy resources in a timely manner during disasters.
3. To offer ARC shelter and health workshop training to all staff, and to maintain a current list of TJHD personnel who are ARC shelter trained.
4. To provide nursing and / or other medically trained personnel for the first continuous twelve (12) hours of a shelter operation in the county.
5. To provide nursing and / or other medically trained personnel throughout the duration of the sheltering event on an on-call basis, with coordination for staffing needs carried out in conjunction with the ARC and DSS representatives and / or shelter manager(s).
6. To coordinate Medical Reserve Corps (MRC) staffing to support shelter operations.
7. To act as the lead agency in the investigation of reportable disease(s) and related communicable events thought to originate within the shelter(s) or as a result of the event requiring sheltering operations to commence.
8. To analyze and make recommendations regarding the selection of facilities utilized by the ARC as shelters, and to potentially assist the ARC in surveying prospective shelter facilities for compliance with the Americans with Disabilities Act (ADA).

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding on this _____ day of _____ in the year _____:

GREENE COUNTY, VA:

BY: _____
County Administrator / Emergency Manager

BY: _____
Sheriff, Greene County

BY: _____
Superintendant, Greene County School District

GREENE COUNTY DEPARTMENT OF SOCIAL SERVICES

BY: _____
Director

THOMAS JEFFERSON HEALTH DISTRICT

BY: _____
Health Director

CENTRAL VIRGINIA CHAPTER OF THE AMERICAN RED CROSS

BY: _____
Chair, Board of Directors

BY: _____
Disaster Services Program Manager

VIRGINIA MOUNTAIN REGION OF THE AMERICAN RED CROSS

BY: _____
Chief Executive Officer

Signed MOU is on file in the County Administration Office

ESF 7: RESOURCE SUPPORT
QUICK REFERENCE CHECK LIST
GREENE COUNTY

- ☐ Identify critical resource needs
- ☐ Contact suppliers and place on stand by
- ☐ Notify all mutual aid resources and place on alert
- ☐ Establish resource collection and distribution facilities
- ☐ Arrange for security of collection and distribution centers
- ☐ Establish a tracking system for goods received and distributed
- ☐ Coordinate with PIO
- ☐ Other key issues – notes

MISSION

To identify, procure, inventory, and distribute critical resources, in coordination with other local and state governments, the federal government, private industry and volunteer organizations, to effectively respond to and recover from the effects of a disaster.

SITUATION

Critical resources will be in short supply or unavailable in the disaster area. In order to fulfill the immediate needs of the stricken population, as well as to fulfill local and regional recovery priorities, resources will have to be brought in from outside the disaster area.

Resource needs will be met through a variety of sources and means to include local, state and federal governments, private industry/contractors, mutual aid agreements, and donated goods.

ORGANIZATION

All departments will be responsible for identifying essential resources in their functional area to successfully carry out their mission of mitigating against, responding to, and recovering from the devastating effects of disasters that could occur within their jurisdictions. All departments will coordinate their resource needs with the local finance director and procurement official.

The Director of Planning and Zoning, or his/her designee, will be responsible for resource coordination of the physical recovery and debris removal. The Department will be assisted by, and work in conjunction with a variety of local departments and state agencies, private utility companies, contractors, heavy equipment operators, and waste management firms to fulfill their mission.

The Director of the Social Services Department, assisted by public relief organizations, will be in charge of coordinating the relief effort to meet the immediate needs of the stricken population in terms of food, water, housing, medical, and clothing.

CONCEPT OF OPERATIONS

- A. Resource lists will be developed and maintained by each department that detail the type, location, contact arrangements, and acquisition procedures of the resources identified as being critical. Resources can be categorized alphabetically, by hazard, or by response action. However, the process should be standard throughout all local departments to facilitate the development of a master resource listing. Redundancy will be built into the provider lists to ensure the availability of the resource when it is needed. The necessary Memorandum of Understanding, Mutual Aid Agreements and sample contracts will be developed prior to the disaster to facilitate access and delivery of critical resources.
- B. Potential sites for local and regional resource collection, storage, and distribution centers must be identified and strategically located to facilitate recovery efforts. Standing operating procedures will be developed to manage the processing, use, inspection and return of resources coming into the area. Priorities will have to be set regarding the allocation and use of the

available resources and training will be provided, as required in the use of specialized equipment.

EMERGENCY MANAGEMENT ACTIONS – RESOURCE SUPPORT

A. Normal Operations

1. Identify essential resources to carry out mission(s) in each functional area and to support operation of critical facilities during the disaster.
2. Designate local department(s) responsible for resource management.
3. Identify personnel requirements and training needs to effectively carry out mission.
4. Develop resource lists that detail type, location, contact arrangements, and acquisition procedures for critical resources.
5. Prepare mutual aid agreements with surrounding jurisdictions to augment local resources.
6. Review compatibility of equipment of local departments and surrounding jurisdictions and identify specialized training or knowledge required to operate equipment.
7. Develop SOPs to manage the processing, use of, inspection, and return of resources coming into area.
8. Identify actual or potential facilities to receive, store, and distribute resources (government, private, donated).
9. Develop training/exercises to test plan, and to ensure maximum use of available resources.
10. Coordinate and develop pre-scripted announcements with Public Information Office regarding potential resource issues and instructions (e.g. types of resources required, status of critical resource reserves, recommended contingency actions, etc.)

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review and update plans, standard operating procedures, and checklists detailing the disposition of resources in an emergency.
2. Ensure personnel, facilities, and equipment is ready and available for emergency use.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. Activate resource management plan, coordinate with needs assessment team.
2. Begin documenting cost.
3. Coordinate and track resources.
4. Establish priorities regarding allocation and use of available resources.
5. Identify sites to receive, store, stage, and disperse resource.
6. Activate mutual aid agreements, as necessary.
7. Request state assistance as required.

D. Recovery

1. Continue to coordinate and track resources (government, private, donated).
2. Continue to document costs.
3. Continue to coordinate with PIO.

ESF 8: PUBLIC HEALTH & MEDICAL SERVICES (2 SECTIONS)

QUICK REFERENCE CHECK LIST FOR PUBLIC HEALTH

GREENE COUNTY

- ☐ Establish communication with local and neighboring hospitals, health departments, and health care facilities
- ☐ Health department should, in conjunction with the VDACS and/or ODW, prepare to evaluate milk, food, and water for possible contamination
- ☐ Health department should prepare to monitor, record, and investigate communicable disease reports
- ☐ Health Department should maintain contact with State Health Department
- ☐ Establish contact with State Medical Examiner's office
- ☐ Coordinate with the Department of Social Services, the Community Services Board, and the Health Department to prepare for crisis counseling
- ☐ Health department should prepare for mass distribution and dispensing of preventive medications and/or vaccines if necessary
- ☐ Establish contact with hospital, local physicians, EMS and health department to coordinate medical care for citizens should existing facilities become overwhelmed
- ☐ As necessary, coordinate with the Department of Environmental Quality, the Office of Drinking Water, the Department of Agriculture, and the Department of Transportation.
- ☐ Other key issues – notes

MISSION

To provide coordinated medical, health, and rescue services to save lives in time of emergency.

ORGANIZATION

Emergency public health services will be coordinated by the Thomas Jefferson Health District. Local and regional hospitals will provide emergency medical care to all area residents. Volunteer rescue squads serving the County will provide emergency medical services and transportation, assist with the evacuation of endangered areas, and assist in land search and rescue operations. Local funeral homes will assist the Medical Examiner's Office in disasters involving mass casualties. The Health Department will monitor and investigate communicable diseases and other threats to the public's health and will implement controls to limit the spread of disease. The following officials and organizations are responsible for providing emergency health services in Greene County:

- Greene County Health Department
- Greene County EMS
- Local Physicians
- Local Nurses
- Pharmacists
- Morticians
- Dentists
- Private volunteer relief organizations

CONCEPT OF OPERATIONS

- A. During a threatened or actual emergency, coordinated health, medical, and rescue services will be directed from the EOC by the Director of Health or his/her designated representative. Coordination with adjacent jurisdictions will be handled as required.
- B. Should a disaster substantially overwhelm local medical and rescue resources, support and assistance will be requested from medical institutions and rescue squads in neighboring jurisdictions. The crisis augmentation of trained health and medical volunteers may also be appropriate.
- C. Essential public health services, such as food and water inspections, will be provided by the Health Department as augmented by state-level resources and manpower. Local public health advisories will be issued in coordination with the Greene County Coordinator of Emergency Management/Public Information Officer at the EOC.
- D. It may become necessary to set up temporary medical aid stations and/or medication/vaccination dispensing sites to supplement the medical care provided by community physicians.
- E. In disasters involving a large number of casualties, assistance will be required from local funeral directors. The deceased must be identified before being released to funeral homes. A large building may need to be designated to serve as a temporary morgue. The Virginia Funeral

Directors Association will provide equipment, supplies, and manpower as needed for such a localized disaster.

F. During periods of threatening or actual emergency situations, the Health Department is responsible for:

1. Issuing Health Advisories

- a) As a routine function, each member of the Health Department will be alert to health-threatening disasters of potential emergency situations. Any knowledge of such events shall be reported to the Director of Emergency Management so that the public may be warned and precautionary actions taken.

2. Communicable Disease Control Measures

- a) Maintain records of diseases reported, investigate cases, and remain aware of conditions that could lead to disease outbreak.
- b) Establish liaison with the State Department of Health and establish procedures for mass prophylaxis teams and receipt, distribution and dispensing of the Strategic National Stockpile.
- c) Establish liaison with neighboring hospitals and pharmacists to coordinate emergency use of available drug supplies.

3. Sanitary Engineering of Sewage and Waste Disposal

- a) Provide information, assistance, and standards for emergency waste water disposal and treatment problems.
- b) Provide information and referral for emergency disposal of materials affecting air quality (burning) or the land filling of solid waste.

4. Inspection of Food, Milk, and Water Supplies

- a) During and after emergencies, test private water supplies for potability, and assist the Office of Drinking Water in the testing and operation of municipal systems and wells.
- b) Assist the Office of Drinking Water in assessing damage to water treatment facilities.
- c) Issue guidelines on the maintenance of a safe water supply and request, through the Director of Emergency Management, the acquisition of portable distribution and disinfecting equipment, if required.
- d) In cooperation with the Virginia Department of Agriculture & Consumer Services (VDACS) determine the safety and wholesomeness of available food and milk supplies.
- e) Embargo damaged and contaminated food supplies and coordinate with the Virginia Department of Agriculture & Consumer Services (VDACS) concerning destruction or disposal.
- f) Request laboratory analysis by the State Division of Consolidated Laboratory Services to determine any chemical or microbiological contamination.

5. Control of Hazardous Substances

- a) Assist the Department of Environmental Quality and local Hazardous Materials resources in identifying affected (or suspected) contamination area(s) and request the Sheriff's Department to cordon off the area(s) to protect citizens.
- b) Request special assistance through the Coordinator of Emergency Management if the situation caused by hazardous materials is of the magnitude and seriousness which exceeds the capability of available instrumentation and technical proficiency of local Health Department personnel.

6. Identification of the Dead and Mortuary Operations

- a) If required, provide support to the State Medical Examiner's Office, through our dental services, to identify the dead.
- b) Coordinate with local funeral homes, through the Virginia Funeral Directors Association, for the emergency use of their services and facilities for mortuary operations
- c) If required, assist the county in locating a suitable facility for use as a temporary morgue.

EMERGENCY MANAGEMENT ACTIONS – MEDICAL AND HEALTH

A. Normal Operations

1. Designate an individual to coordinate medical, health, and rescue services.
2. Develop and maintain procedures for providing a coordinated response. Maintain a roster of key officials in each medical support area.
3. Establish a working relationship and review emergency roles with the local hospital and rescue squads.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review and update plans and procedures.
2. No further action required.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. Alert personnel.
2. Implement mutual aid agreements and incorporate rescue squad and health care resources from adjacent jurisdictions as appropriate.
3. The Director of the Health Department or his/her representative should report to the EOC.
4. Coordinate medical, health, and emergency medical transportation services related to Emergency Public Health situations.
5. Provide public health services, such as:

- a) Assessing food and water supplied to shelters, support personnel, and citizens receiving aid.
 - b) Providing guidance on the control of communicable diseases.
- 6. Obtain crisis augmentation of health/medical personnel (e.g., nurse's aides, EMS personnel, ARC personnel, Medical Reserve Corps, and other trained volunteers) and supplies as needed.
 - 7. Maintain a record of disaster-related expenses.

D. Recovery

- 1. Continue to provide public health services and to coordinate medical services. Maintain records and monitor the status of persons injured or ill during the emergency. Assist the State Medical Examiner's Office in the operation of any temporary morgue and the identification and disposition of the deceased.
- 2. Consolidate and submit a record of disaster-related expenses incurred by Health Department personnel.
- 3. Assist with the damage assessment of water and sewage facilities, as required.
- 4. Coordinate follow up water samples and sewage system inspection as necessary.

VIRGINIA FUNERAL DIRECTORS ASSOCIATION, INC. MORTUARY DISASTER PLAN ORGANIZATION

MISSION

To develop an efficient and effective management response system in mass fatality disaster situations to facilitate the preparation, processing, and release of deceased human remains to the next of kin or family representative.

ORGANIZATION

The Virginia Funeral Directors Association (VFDA) is responsible for the statewide coordination of the mortuary activities in the states. Each district has a response team comprised of members who have completed training in the VFDA-approved program that qualifies them as certified disaster coordinators. The VFDA response teams will provide support in recovery, evacuation, and identification of the remains.

CONCEPT OF OPERATIONS

In the event of a mass fatality disaster situation, the State EOC will contact the State Medical Examiner's Office, who in turn will notify the Virginia Funeral Directors Association (VFDA). Once contacted by the State Medical Examiner's Office, the VFDA will activate the Mortuary Response Plan and response teams. The VFDA Response Teams will operate under the direction of the District Medical Examiner of the district in which the incident occurred.

In order to ensure a prompt and professional response, the Virginia Funeral Directors Association maintains a resource manual of needed supplies, equipment, and vehicles. If additional resources are necessary to effectively respond to a disaster, the VFDA Executive Director has emergency purchasing authority up to a specified limit. The VFDA also has a specially equipped disaster trailer to assist the State Medical Examiner's Office and other funeral directors in the state with disaster field response.

ESF 8 CONTINUED: PUBLIC HEALTH & MEDICAL SERVICES

QUICK REFERENCE CHECK LIST FOR MEDICAL SERVICES

GREENE COUNTY

- ☐ Check all emergency and back up equipment
- ☐ Notify/recall off duty/volunteer personnel as required
- ☐ Prepare to assist with public notification
- ☐ Review SOPs and other guidance
- ☐ Establish contact with local area and surrounding medical facilities
- ☐ Other key issues – notes

MISSION

To provide emergency medical treatment and pre-hospital care to the injured; to assist with the warning, evacuation and relocation of citizens during a disaster.

ORGANIZATION

A volunteer rescue and County Emergency Medical Services representative will also be assigned to the EOC in order to coordinate the rescue squad response. The rescue squad representatives will be a part of the EOC staff and will assist with the overall directions and control of emergency operations. All of the emergency medical service vehicles are dispatched through the County Emergency Communications Center.

Greene County is also served by several medical helicopters; because of their speed, vertical flight, and minimal landing requirements, MEDEVAC helicopters are able to respond quickly to emergency situations and provide rapid evacuation of seriously injured and, in some cases, critically ill patients to specialty care centers (e.g. trauma centers). Each MEDEVAC helicopter consists of a specialty pilot and crew in addition to the latest life support and communications equipment.

CONCEPT OF OPERATIONS

- A. The Greene County Volunteer Rescue Squad is augmented UVA Medic 5; both agencies will assist with the dissemination of warnings, evacuation, and other functions as set forth in the Virginia Association of Volunteer Rescue Squad's Operations Plan.
- B. During an evacuation in which a large number of evacuees are sheltered in the designated Evacuation Assembly Center(s), the Greene County Rescue Squad and Greene County EMS will set up and man an emergency medical aid station in the Evacuation Assembly Center.

EMERGENCY MANAGEMENT ACTIONS – EMERGENCY MEDICAL SERVICES

A. Normal Operations

- 1. Provide emergency medical treatment and pre-hospital care to the injured and to assist with the warning, evacuation and relocation of citizens during a disaster.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

- 1. Alert on-duty/volunteer personnel.
- 2. Review and update plans and procedures.
- 3. Alert personnel to stand-by status.
- 4. Begin to implement record keeping of all incurred expenses and continue for the duration of the emergency.
- 5. Check rescue and communications equipment.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. The designated rescue squad service representative should report to the EOC and assist with emergency operations.
2. As the situation worsens, assign duties to all personnel. Rescue squad personnel may be requested to assist with warning and alerting, evacuation and communications.
3. Follow established procedures in providing rescue services, emergency medical treatment and pre-hospital care to the injured.
4. For other disasters, continue to assist with warning and alerting, evacuation, communications and emergency medical transport as well as any other emergency response operation, as required, in time of emergency.
5. Record disaster-related expenses.

D. Recovery

1. Continue to provide essential services as required.
2. Assist with cleanup operations.
3. Assist with the inspection of damaged facilities, if applicable.
4. Compile and submit records of disaster-related expenses incurred by the rescue service to the Coordinator of Emergency Management.

ESF 9: SEARCH AND RESCUE
QUICK REFERENCE CHECK LIST
GREENE COUNTY

- ☐ Coordinate use of available resources
- ☐ Coordinate mutual aid requests (local, state and/or federal)
- ☐ Coordinate logistical support for personnel during field operations
- ☐ Follow established search and rescue procedures
- ☐ Maintain contact with search and rescue crews for accountability purposes
- ☐ Manages search and rescue deployment
- ☐ Provide information as needed pertaining to victim(s) and/or structure
- ☐ Provide maps and weather updates to EOC and on scene personnel
- ☐ Other key issues – notes

MISSION

To direct and control search and rescue operations; operational activities include locating, extricating, and providing on site medical treatment to victims that may be lost, missing, disoriented, traumatized, trapped, or injured in which case search and rescue personnel must be prepared to respond and implement search and rescue tactics to assist those who are, or believed to be, in distress or imminent danger. Search and rescue provides for the coordination and effective use of available resources for search and rescue activities to assist people in potential or actual distress.

ORGANIZATION

Greene County is susceptible to many different natural and technical hazards that may result in the damage or collapse of structures. Search and rescue personnel must be prepared to respond to emergency incidents and provide life saving assistance.

All search and rescue requests will be submitted to the EOC for coordination, validation and/or action in accordance with this ESF. Communications will be maintained with the Emergency Management Coordinator in order to relay updated / pertinent information, assessments and status updates. The Coordinator will coordinate with state and/or federal agencies when applicable. Search and rescue task forces are considered federal assets under the Robert T. Stafford Act only when requested for a search and rescue for a collapsed structure.

CONCEPT OF OPERATIONS

- A. Search and rescue must be prepared to respond to emergency events and provide special life saving assistance.
- B. The Greene County Sheriff's Office in conjunction with local fire/rescue personnel are responsible for search and rescue operations within Greene County.
- C. The Greene County Sheriff's Office will be the primary agency on search and rescue operations, ground searches, collapsed structures, and structural evaluations. The Sheriff's Office is also responsible for securing the scene, perimeter security, communications, and assistance as required.
- D. Public works, planning and zoning, and environmental services will assist when required for structural evaluation of buildings and structures (ESF 3).
- E. The local chapter of the American Red Cross will assist with support efforts during searches such as mass care feeding, sheltering, bulk distribution, logistics, and health and mental health services for public safety personnel, support personnel and the victims. The Greene County Health Department will advise search and rescue medical teams on industrial hygiene issues as they become apparent. ESF 3 will assist with any equipment, maps, staff, and vehicles. In a secondary role the Sheriff's Office will assist with perimeter security, communications, and assistance as required. The Greene County Fire/Rescue Departments as a secondary role will provide medical resources, equipment and expertise.

EMERGENCY MANAGEMENT ACTIONS – SEARCH AND RESCUE

A. Normal Operations

1. Develop and maintain plans and procedures to implement search and rescue operations in time of emergency.
2. Provide training to all public safety disciplines as it relates to search and rescue operations.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Alert on-duty/volunteer personnel.
2. Review and update plans and procedures.
3. Alert personnel to stand-by status.
4. Alert mutual aid and/or state/federal agencies of possible needs.
5. Check search and rescue and communications equipment.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. The designated search and rescue representative should report to the EOC and assist with emergency operations.
2. Manage search and rescue operations for deployment, employment in, and redeployment from the affected area(s).
3. As the situation worsens, assign duties to all personnel. Assistance with warning, alerting, evacuations and communications may be necessary.
4. Follow established procedures in providing search and rescue operations, emergency medical treatment and pre-hospital care to the injured.
5. Provide status reports on search and rescue operations throughout the affected area(s).
6. Request further assistance from state/federal agencies, if required.
7. Record disaster-related expenses.

D. Recovery

1. Continue to provide essential services as required.
2. Continue search and rescue operations, if required.
3. Assist with cleanup operations.
4. Compile and submit records of disaster-related expenses incurred by the rescue service to the Coordinator of Emergency Management.

ESF 10: OIL AND HAZARDOUS MATERIALS

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Coordinate use of available resources
- ☐ Coordinate mutual aid requests (local, state and/or federal)
- ☐ Coordinate logistical support for personnel during field operation
- ☐ Notify/recall off duty/volunteer personnel as required
- ☐ Prepare to assist with public notification
- ☐ Prepare for post disaster actions
- ☐ Record incident related expenses
- ☐ Other key issues – notes

MISSION

To direct and control hazardous materials incidents. The local fire department(s) will be dispatched immediately and the fire chief will assume primary operational control of all hazardous materials incidents.

ORGANIZATION

The emergency services organization for a hazardous materials incident is basically the same as for any other emergency requiring a coordinated response by local government(s), private industry, and volunteer service organizations. The local fire chief may request the Virginia Department of Emergency Management's (VDEM) Regional Hazardous Materials Officer and Hazardous Materials Response Team. Local resources, policies and procedures regarding hazardous material incidents should be reviewed and revised as necessary.

- Fixed facilities will report annually under SARA Title III
- Notify the community of the need to evacuate or shelter in place
- Mutual aid agreements will be implemented
- Establish communications with ESF #5 and ESF #15

CONCEPT OF OPERATIONS

- A. In the event of a hazardous materials incident, the local fire department(s) will be notified immediately and will assume command on scene upon arrival. First responders, such as the fire engine on the scene, will assume command until the arrival of the fire representative. First responders or the fire representative should implement immediate protective action. The Sheriff's Department is responsible for traffic control and implementing/executing evacuation. The Hazardous Materials Coordinator or Coordinator of Emergency Management is responsible for coordinating the response for the EOC. In the event Greene County Office of Emergency Services personnel are not available, the senior fire officer at the scene will be "in charge" and make specific coordination decisions (i.e. evacuation) in order to promptly and effectively address the emergency at hand.
- B. Greene County will rely on local emergency services resources, private as well as public, to respond to a hazardous materials incident within the County. If the emergency is of such magnitude that local resources are inadequate, the Coordinator of Emergency Management will contact VDEM. VDEM has established Regional Hazardous Material Response Teams throughout the state. VDEM Hazardous Material Officers can assist in providing information on product identification, specific chemical data, and incident mitigation advice. They also have an on-scene response capability.
- C. **TRANSPORTATION ACCIDENTS**
1. Fuel, toxic chemicals, dangerous gases, and acids are transported through Virginia daily using all modes – highway, rail, water, pipeline, and air. The legal duty for reporting, containment, and clean-up of hazardous substances incidents rests with the party responsible for the material prior to the incident. If the manufacturer, shipper, or other responsible party is unable to respond, neglects to take proper steps, or lacks the capability to act, then local

government, within its capability, must act to prevent or minimize injuries and property damage.

2. Immediate response to a transportation accident involving hazardous materials should be limited to aiding the injured and preventing access to the area surrounding the incident. The incident should immediately be reported to the VDEM which will provide technical guidance and coordinate assistance as required. The Hazardous Materials Incident Report form should be used to record the necessary information.
3. The U.S. Department of Transportation “Hazardous Materials Emergency Response Guidebook” has been developed for use by fire fighters, law enforcement and other emergency response personnel. It identifies the most significant hazardous materials and gives information and guidance for initial actions to be taken in the event of a spill or other accident. The fire representative, Coordinator of Emergency Management, and all potential first responders should be familiar with and have ready access to this handbook. NOTE: All public safety vehicles and the Emergency Communications Center are equipped with the guidebook.

D. FIXED FACILITIES

1. The Greene County Emergency Management Coordinator should establish and maintain a good working relationship with local industrial plants and commercial facilities where hazardous materials are used, stored, manufactured, or disposed. The management of each facility is responsible for designating a facility emergency coordinator to prepare emergency response plans and procedures in order to meet required worker and resident safety standards as established by federal, state, and local regulatory agencies. These plans and procedures must be coordinated with the appropriate local emergency response organizations – sheriff, fire, and rescue – and with the local Coordinator of Emergency Management.
2. Receipt of notification that an accident has occurred requires immediate action to evaluate and assess the situation. Time is of the essence and dictates immediate action to employ required emergency resources to control or contain the material involved, implement evacuation procedures, if required, and isolate the accident area to all but emergency services personnel.
3. Greene County has the primary responsibility for protecting the public. Depending upon the magnitude or severity of the situation, Greene County will take steps necessary to provide public warnings, initiate protective actions, and isolate the general area affected.
4. A working relationship should be established and maintained between Greene County officials, the management of local industrial plants where hazardous substances are used and/or transported.

EMERGENCY MANAGEMENT ACTIONS – HAZARDOUS MATERIALS INCIDENTS

A. Normal Operations

1. Develop plans and procedures for hazardous materials incidents. Coordinate with local industrial plants.
2. Provide or coordinate training for fire and law enforcement personnel so that they are prepared to recognize a hazardous materials incident and to promptly isolate and secure the accident scene.

B. Increased Readiness: **Not applicable.** Hazardous materials incidents typically occur with little or no advanced warning.

C. Response

1. Assess the situation. Detect the presence of and identify hazardous material(s). Refer to the Hazardous Materials Emergency Response Guidebook.
2. If hazardous materials are involved, isolate and secure the accident scene.
3. Alert the fire representative to assume command on site.
4. Establish and maintain direct communication between the local EOC and the fire representative or other on-the-scene controller.
5. Report to the State EOC. Request a technical analysis of the probability of a disaster, the likely consequences, and recommended protective actions. If the accident involves a transportation accident, establish and maintain contact with the trucking company involved.
6. Alert the local Health Department.
7. Consider response alternatives to protect the public. Estimate potential harm without intervention. Consider evacuation.
8. Direct protective action, as appropriate.
9. Alert the hospitals to be prepared to receive potential victims and of the nature of the hazard.
10. Conduct radiological monitoring, if appropriate/applicable.
11. Continue to provide periodic status reports to the State EOC.
12. Record expenses.

D. Recovery

1. Declare the area safe for re-entry after danger has passed.
2. Assess damages. Request post-disaster assistance, as appropriate.
3. Restore facilities and services. Bill the responsible party for expenses incurred.

ESF 11: AGRICULTURE & NATURAL RESOURCES

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Coordinate use of available resources
- ☐ Identify food assistance needs & obtain appropriate food supplies; arrange transport
- ☐ Make any required notifications; coordinate with Public Health & Medical Services to ensure that animal / veterinary / and wildlife issues are supported
- ☐ Inspect and verify food safety in distribution and retail sites
- ☐ Conduct food borne disease surveillance and field investigations
- ☐ Prepare to assist with public notification
- ☐ Prepare for post disaster actions
- ☐ Record incident related expenses
- ☐ Other key issues – notes

MISSION

Agriculture and Natural Resources works to address the provision of nutrition assistance; control and eradication of an outbreak of a highly contagious or economically devastating animal disease, highly infective plant disease, or economically devastating plant pest infestation; assurance of food safety and security; and protection of cultural resources and historic property resources during an incident.

ORGANIZATION

The Coordinator of Emergency Management or County Administrator will determine what tasks are to be completed and designate the appropriate agency and individuals by titles that are responsible for:

- Assessing damage to facilities and infrastructure
- Assessing current food supply of community and determine if safe for human consumption
- Assessing sensitive areas on community, such as plant and animal laboratories, to ensure secure
- Conducting inventory of sensitive items, in regard to agriculture and horticulture

CONCEPT OF OPERATIONS

A. The Greene County Office of Emergency Services will work in conjunction with the Extension Office, Animal Control, the Virginia Department of Agriculture and Consumer Services and the Virginia Department of Social Services to provide an integrated response to an outbreak of highly contagious or economically devastating animal / zoonotic disease, exotic plant disease, or economically devastating plant or pest infestation.

EMERGENCY MANAGEMENT ACTIONS – AGRICULTURE / NATURAL RESOURCES

A. Normal Operations

1. Identify food suppliers; identify farms, businesses, & laboratories.
2. Develop plans and procedures for agricultural incidents. Coordinate with local agencies.

B. Increased Readiness

1. Arrange for transportation of food supplies to designated areas.
2. Review and update plans and procedures.
3. Alert personnel to stand-by status.
4. Actions will be coordinated with agencies responsible for mass feeding.
5. Verify with schools and local community developments regarding mass feeding to the affected population / determine stock / how many days of available food?
6. Arrange transportation and distribution (can be arranged by volunteer organizations).
7. Determine priority affected areas and move supplies to the most critical areas first.

C. Response

1. Determine critical needs of affected population.
2. Inspect and verify food safety in distribution and retail sites.
3. Conduct food borne disease surveillance and field investigations.
4. Coordinate and distribute shipment of food to staging areas.
5. Work to obtain critical food supplies that are unavailable from existing inventories.
6. Identify animal and/or plant disease outbreaks.
7. Assist in providing inspection, fumigation, disinfection, sanitation, pest termination and destruction of animals or articles found to be contaminated or infected.
8. Contain and dispose of contaminated food, animals, and/or plants.
9. Animal depopulation activities and disposal will be conducted as humanely as possible.
10. Assist in handling and packing of any samples and shipments to the appropriate research laboratory.
11. Assist with assigning veterinary personnel to assist in delivering animal health care and performing preventative medicine activities.

D. Recovery

1. Continue establishing logistical links with organizations involved in long-term congregate meal service.
2. Establish need for replacement food products.
3. Coordinate appropriate actions to conserve, rehabilitate, recover, and restore natural, cultural, and historic properties resources.

ESF 12: ENERGY

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Coordinate use of available resources
- ☐ Identify, quantify, and prioritize the minimum essential supply of fuel and resources required to ensure continued operation of critical facilities such as public utilities and schools
- ☐ Monitor the status of all essential resources to anticipate shortages
- ☐ Maintain liaison with field distributors and local utility representatives
- ☐ Implement local conservation measures
- ☐ Prepare to assist with public notification
- ☐ Implement procedures for determining need and for the distribution of aid
- ☐ Allocate available resources to assure maintenance of essential services
- ☐ Record incident related expenses
- ☐ Other key issues – notes

MISSION

To establish procedures to restore the public utility systems critical to saving lives, protecting health, safety, and property, and to enable emergency services personnel to respond.

ORGANIZATION

In the wake of such a major disaster the Greene County EOC will be assisted by state-level assets to help in the emergency efforts to provide fuel and power and other essential resources as needed. The priorities for allocation of these assets will be to:

- Provide for the health and safety of individuals and families affected by the event;
- Provide sufficient fuel supplies to local agencies, emergency response organizations, and service stations in critical areas;
- Help energy suppliers obtain information, equipment specialized labor, fuel, and transportation to repair or restore energy systems;
- Recommend/comply with Greene County and VDEM actions to conserve fuel, if needed;
- Coordinate with local, state, and federal agencies in providing energy emergency information, education, and conservation guidance to the public;
- Coordinate information with local, state, and federal officials and energy suppliers about available energy supply recovery assistance;
- The Greene County EOC will be responsible for requests to the Virginia EOC for fuel and power assistance.

The private sector will be relied upon to manage independently until it can no longer do so, or until the health, safety, and welfare of citizens are at risk. The industries will be expected to establish their own emergency plans and procedures and to implement them through their own proprietary systems.

The State Corporation Commission (SCC) is the designated commodity manager for natural gas and electric power. The Virginia Department of Mines, Minerals and Energy (DMME) is the commodity manager for petroleum products and for solid fuels.

Following a catastrophic disaster, the Virginia EOC, in conjunction with staff support from SCC and DMME, will coordinate the provision of emergency power and fuel to affected jurisdictions to support immediate response operations. They will work closely with federal energy officials, other Commonwealth support agencies, and energy suppliers and distributors.

CONCEPT OF OPERATIONS

- A. The supply of electric power to customers may be cut off due to either generation capacity shortages and/or transmission/distribution limitations. Generation capacity shortfalls are more likely to result from extreme hot weather conditions or disruptions to generation facilities. Other energy shortages, such as interruptions in the supply of natural gas or other petroleum products for transportation and industrial uses, may result from extreme weather, strikes, international embargoes, disruption of pipeline systems, or terrorism.

- B. The suddenness and devastation of a catastrophic disaster or other significant event can sever key energy lifelines, constraining supply in impacted areas, or in areas with supply links to impacted areas, and can also affect transportation, communications, and other lifelines needed for public health and safety. There may be widespread and prolonged electric power failures. Without electric power, communications will be interrupted, traffic signals will not operate, and surface movement will become grid locked. Such outages may impact public health and safety services, and the movement of petroleum products for transportation and emergency power generation. Thus, a major, prolonged energy systems failure could be very costly and disruptive.

EMERGENCY MANAGEMENT ACTIONS – ENERGY

A. Normal Operations

1. Work with utility providers to set priorities for allocating commodities.
2. Remain up to date with procedures through education and training.
3. A list of critical facilities will be maintained.

B. Increased Readiness

1. Continuously monitor critical facilities to identify vulnerabilities.
2. Review plans and procedures. Review procedures for providing lodging and care for displaced persons.
3. Keep the public informed and aware of the potential extent of the shortage, the need to conserve the resource in short supply, and the location and availability of emergency assistance.

C. Response

1. All utility suppliers will work to provide fuel power and other essential resources to Greene County.
2. Restoration of normal operation at critical facilities will be a priority.
3. In the event of a fuel shortage, establish procedures for fuel suppliers/distributors to serve customers referred to them by the EOC.
4. Provide emergency assistance to individuals as applicable.
5. Enforce state and local government conservation programs.
6. Identify resources needed to restore energy systems.

D. Recovery

1. Continue establishing logistical links with suppliers/distributors involved in energy support functions.
2. Update critical infrastructure/citizen lists as identified during the event.

ESF 13: PUBLIC SAFETY AND SECURITY

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Notify/recall off duty personnel as necessary
- ☐ Check all communications equipment
- ☐ Review SOPs for emergency actions
- ☐ Mobilize all signs, barricades, and related equipment
- ☐ Prepare for public notification
- ☐ Check all backup equipment
- ☐ Provide security for EOC
- ☐ Other key issues – notes

MISSION

To maintain law and order, to provide public warning, to provide for the security of critical facilities and supplies, to provide a “safe scene” for the duration of a traffic disruptive incident, to affect the evacuation of threatened areas, to provide access control to evacuated areas or critical facilities, to assist with search and rescue operations, and to assist with identification of the dead.

ORGANIZATION

The Sheriff’s Office has the primary responsibility for law enforcement, security, warning, evacuation, traffic control, and evaluating the request for search and rescue. Additional resources are available if needed through working agreements with the Virginia State Police, and other law enforcement organizations—county/town police departments or county sheriff’s offices—in the region.

CONCEPT OF OPERATIONS

- A. Existing procedures in the form of department directives provide the basis for a law enforcement response in time of emergency. Such directives are in force for all types of natural disasters or technological hazards which have been experienced to include flooding, hazardous materials incidents, transportation accidents, search and rescue operations, traffic control, and evacuation. The Sheriff’s Office has the authority and responsibility for search and rescue operations throughout the County.
- B. In the event of a state or federally declared disaster, the Governor can provide National Guard personnel and equipment to support the Sheriff’s Office operations. They may be used only for low-risk duties such as security and traffic control. Operational control will be retained by the Sheriff’s Office; typically, a liaison officer will be assigned to each field unit.
- C. A hazardous or potential hazardous situation could justify the need for evacuation for a short period of a few hours to several days or weeks, depending on the hazard and its severity. In order to limit access to the hazard area, various personnel and devices will be required, such as the following:
 - Personnel to direct traffic and staff control points
 - Signs to control or restrict traffic
 - Two-way radios to communicate to personnel within and outside the secured area
 - Control point(s)
 - Adjacent highway markers indicating closure of area
 - Patrols within and outside the secured areas
 - An established pass system for entry and exit of secured area(s)
- D. The Virginia Department of Transportation Residency Shop has general responsibility for signing and marking.
- E. The Coordinator of Emergency Management, in coordination with the Sheriff’s Office and the Fire Department, should delineate areas which may need to be evacuated, such as the floodplain

and areas within one-half mile of sites with a potential for a hazardous substance incident. Such sites should include industrial plants and highways upon which hazardous materials are transported, and warehouses or dumps sites where such materials are stored or disposed.

- F. Should an evacuation become necessary, warning and evacuation instructions will be put out via radio, television, and the emergency notification system. Also, the Sheriff's Office and the Fire Department will use mobile loudspeakers to ensure that all residents in the threatened areas have received the evacuation warning.
- G. Ruckersville Elementary School has been designated as the primary Evacuation Assembly Center although other schools, churches, or public facilities may also be designated and used as needed. Final selection and coordination of the evacuation center(s) should be made at the time of the emergency.
- H. Evacuees will be advised to take the following items with them if time and circumstances permit: one change of clothing, special medicines, baby food and supplies (if needed), and sleeping bags or blankets. They will also be advised to secure their homes and turn off utilities before leaving. It is recommended that pets remain at home. The Sheriff's Office will provide for the security of the evacuation area. VDOT Residency Shop personnel will assist in controlling access to the evacuated area by erecting traffic barriers at strategic points.

EMERGENCY MANAGEMENT ACTIONS – LAW ENFORCEMENT

A. Normal Operations

Develop and maintain plans to provide for effective law enforcement, prompt warning and evacuation, traffic and crowd control, search and rescue, and the security of vital facilities and supplies.

1. Identify essential facilities and develop procedures to provide for their security and continued operation in time of emergency.
2. Develop procedures for promptly warning the public of an emergency, using any means necessary and available (i.e., telephone, emergency notifications system, public address systems, knocking on doors).
3. Develop procedures for warning and evacuating residents with special needs (elderly, handicapped, etc.) Anticipate and resolve problems associated with these population groups such as evacuating nursing homes and schools.
4. Identify potential evacuation routes in the event of a major emergency situation.
5. Develop strategies to effectively address special emergency situations that may require distinct law enforcement procedures, such as civil disorders, hostage or terrorist situations, and bomb threats or detonations.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review and update plans and procedures.

2. Assign emergency duties and provide specialized training as needed.
3. Delineate the specific areas which may need to be evacuated and designate evacuation routes.
4. Alert personnel to standby status.
5. Begin to keep records of all expenses incurred and continue for the duration of the emergency.
6. Alert all personnel and special facilities, as required.
7. Test primary communications systems and arrange for alternate systems, if necessary.

C. Response

Disaster strikes. An emergency response is required to protect lives and property.

1. Implement evacuation procedures for the threatened areas, if necessary. Instruct evacuees to bring one change of clothes, medicine, baby food, sleeping bags, and other supplies, as required.
2. Provide traffic and crowd control, as required.
3. Implement the necessary security at the emergency site, evacuated areas, vital facilities, shelter areas, and supplies.
4. Begin recording disaster-related expenses.
5. Assist EOC in evacuation, as required.
6. Secure the emergency site, evacuated areas, vital facilities, and supplies.
7. Continue to provide traffic and crowd control.
8. Continue to warn the public and assist with providing protective action guidance.
9. Assist with search and rescue operations, as required.
10. Implement existing mutual aid agreements with other jurisdictions, if necessary.

D. Recovery

1. Continue to provide traffic and crowd control, as well as the necessary security.
2. Complete the necessary post-emergency investigations while continuing to maintain law and order within the County. Assist in state and federal investigation as necessary.
3. Support cleanup and recovery operations as required
4. Assist with identification of the dead, if necessary.
5. Assist with damage assessment.
6. Complete disaster-related expense records for services provided and within your control and submit to the Coordinator.

ESF 14: LONG TERM COMMUNITY RECOVERY (3 SECTIONS)

DAMAGE ASSESSMENT, FEDERAL DISASTER ASSISTANCE, HAZARD MITIGATION

QUICK REFERENCE CHECK LIST FOR DAMAGE ASSESSMENT

GREENE COUNTY

- ☐ Make available all VDEM report forms
- ☐ Initial report due to the Virginia EOC within the first 24 hours
- ☐ Next report due to Virginia EOC within 72 hours
- ☐ Assign damage assessment teams
- ☐ Provide necessary safety equipment for teams
- ☐ Maintain contact with teams from the EOC
- ☐ Other key issues – notes

MISSION

To assess the overall damage to public and private property; thereby providing a basis for an emergency declaration and/or disaster assistance. The completion of specific information using designated forms is required in order to be eligible for post-disaster assistance.

ORGANIZATION

The Coordinator of Emergency Management, with assistance from the Extension Office/Agent and the building inspector, are responsible for damage assessment. Department heads will assess damage to their resources and in their area of expertise. All reports are compiled, consolidated, and submitted to the State EOC. The Initial Damage Assessment Report shall be filed within 72 hours of the initial event.

CONCEPT OF OPERATIONS

- A. Initial Damage Assessment Reports will be compiled and submitted via WebEOC following any disaster or emergency which causes damage to public or private property of a magnitude which requires expenditure of local government funds or which might be eligible for or require a request for state or federal assistance within 24 hours of the event. An update should be completed and submitted via WebEOC within 72 hours.
- B. Designated teams will assess damage within the limits of capability. Damage to state-owned roads and bridges will be assessed by the State Department of Transportation. If the nature of the emergency is such that local resources are incapable of assessing the damage, state assistance will be requested by the Director of Emergency Management to the Virginia Emergency Operations Center.

EMERGENCY MANAGEMENT ACTIONS – DAMAGE ASSESSMENT

A. Normal Operations

- 1. Develop plans and procedures.
- 2. Make task assignments for Damage Assessment Teams.
- 3. Review forms and procedures in the State EOP.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

- 1. Alert teams to stand-by status.

C. Response

- 1. Prepare to make an initial damage assessment. Alert teams to response status.
- 2. Submit an Initial Damage Assessment Report via WebEOC to the State EOC within 24 hours.

3. Complete and submit via WebEOC an updated Initial Damage Assessment Report to the State EOC within 72 hours.
4. Continue to provide damage assessment and assist with record keeping, as required.

D. Recovery

1. Continue to assist with damage assessment and requests for post-disaster assistance as required.

EXTENSION OFFICE / AGENT

RESPONSIBILITIES OF EXTENSION SERVICE

- A. Assist in the assessment of damage to agricultural property, crops and equipment.
- B. Receive preliminary data from the Coordinator of Emergency Management and submit the 24-hour report over the Virginia Tech computer network.
- C. Update countywide damage assessment through the Coordinator of Emergency Management and submit the 72-hour report through the Virginia Tech computer network.

STAFF DUTIES

- A. The Extension Agent will be responsible for making assessments of damage to agricultural property, crops and equipment.
- B. Coordinate assessment with the County Agricultural Emergency Committee (made up of representatives from ASCS, SCS, Department of Forestry, and Farmer Home Administration).
- C. The Director will be responsible for assembling data and completing the damage assessment forms via the Virginia Tech computer.

ASSESSMENT PROCEDURES

Extension staff will contact the following for extent and amount of damage:

- Agricultural Stabilization and Conservation Service (ASCS)
- Soil Conservation Service (SCS)
- Virginia Department of Forestry
- Farmers Home Administration

STAFF CONTACTS DURING AN EMERGENCY

EXTENSION AGENT

Kathy Alstat

OFFICE

434-985-5236

HOME

AGENCY CONTACTS

OFFICE

Agricultural Stabilization and Conservation Service

1-804-287-1500

National Resources Conservation Service

1-804-287-1691

Virginia Department of Forestry

1-434-977-5193

ESF 14 CONTINUED: LONG TERM COMMUNITY RECOVERY

DAMAGE ASSESSMENT, FEDERAL DISASTER ASSISTANCE, HAZARD MITIGATION

QUICK REFERENCE CHECK LIST FOR ASSISTANCE

GREENE COUNTY

- ☐ Identify possible Joint Field Office (JFO) sites
- ☐ Maintain communications with the Virginia EOC for current status of a DFO
- ☐ Review the Federal Response Plan for the 12 ESFs at the Federal level
- ☐ Identify types of assistance likely to be needed
- ☐ Other key issues – notes

MISSION

To be prepared to coordinate with state and federal officials to obtain needed manpower and equipment resources during both the response period, when such assistance can save lives and protect property, and during the post-disaster recovery period, to help the victims of the disaster.

ORGANIZATION

The Board of Supervisors Chairman / Director of Emergency Management and the Coordinator of Emergency Management are responsible for requesting and coordinating federal disaster assistance. In the event of a major disaster, a federal Disaster Field Office (DFO) will be established near the disaster area.

CONCEPT OF OPERATIONS

A. Increased Readiness and Response

1. During Hurricanes Hugo and Andrew, state and local response capabilities were overwhelmed. As a result, the federal government developed the Federal Response Plan whereby federal resources and manpower can be made available during the increased readiness and response periods before and during the storm (or other emergency) as well as during the post-disaster recovery period. When feasible (as with an approaching major hurricane), personnel, equipment, and other resources will be pre-positioned in anticipation of need. Resources are to be provided by one or more of 25 federal agencies and the American Red Cross. They are grouped into 12 emergency support functions (ESFs) and will be co-located at a Disaster Field Office (DFO) near the disaster site. This plan designates local facilities that potentially can be used as DFOs, mobilization centers, and staging areas.

B. Recovery

1. Federal disaster recovery assistance is authorized under (1) the provisions of the Stafford Act (Public Law 93-288, as amended) when the Governor requests and the President declares an emergency or a major disaster to exist in the state, and (2) federal agencies' own statutory authority (prior to or in the absence of an emergency or a major disaster declaration by the President), when damage sustained by individuals or communities meets the eligibility criteria established by the various federal agencies. The Stafford Act authorizes two types of recovery assistance – individual assistance and public assistance.

a) Individual Assistance:

In the event a major peacetime disaster declared by the President occurs in an area of Virginia, the provisions of the Stafford Act become effective and as such authorizes the establishment of Disaster Recovery Centers (DRCs) to administer aid and assistance to disaster victims. A DRC will house, in one central location, all federal, state, and local agencies and participating quasi-public and volunteer activities that deal directly with the

needs of the individual disaster victims. Local government will provide space for DRCs and supporting personnel as requested as available.

b) Types of assistance are:

- i. Emergency needs – Immediate shelter, food, clothing, medical aid, minor repairs, home cleanup, etc., are provided by volunteer agencies such as the American Red Cross, The Salvation Army, the Mennonite Disaster Service, and other private relief agencies.
- ii. Temporary housing for disaster victims whose homes are damaged and unlivable until alternative housing is available. No rent will be charged during the first year of occupancy. (U.S. Department of Housing and Urban Development, State Department of Housing and Community Development)
- iii. Minimal repair program – A temporary housing program that provides minimum essential repairs to owner-occupied dwellings in lieu of other forms of temporary housing. (State Department of Housing and Community Development)
- iv. Mortgage or rental assistance – Assistance for up to one year for persons faced with loss of their residences because of certain disaster-created financial hardships. (U.S. Department of Housing and Urban Development, State Department of Housing and Community Development)
- v. Disaster unemployment assistance – Assistance with job placement for those who lost their jobs because of the disaster. (Department of Labor and Industry, through the State Employment Commission)
- vi. Distribution of food stamp allotments – Allotments to eligible victims. (U.S. Department of Agriculture (USDA), through the state or local Social Services agency)
- vii. Disaster loans – For refinancing, repair, replacement, or rehabilitation of damaged real and personal property not fully covered by insurance. There are several types:
 - 1) Farmers, ranchers and oyster planters should apply to the Farmers Home Administration (FmHA).
 - 2) All others, including home owners, businessmen, churches, and certain non-profit organizations should apply to the Small Business Administration (SBA).
 - 3) Agricultural enterprises which were a major source of employment but no longer in substantial operation because of the disaster should apply to the FmHA.
 - 4) Industries and businesses which were a major source of employment but no longer in substantial operation because of the disaster should apply to the SBA.
- viii. Financial assistance to farmers – Assistance to farmers who perform emergency conservation measures on farmlands damaged by natural disaster, in the form of maximum 80 percent funding by the Agricultural Stabilization and Conservation Service (ASCS), USDA with remaining costs borne by the farmer.

- ix. Tax assistance – Assistance in computing credits based on disaster casualty losses. (U.S. Internal Revenue Service [IRS])
- x. Veterans Administration (VA) assistance – Assistance, such as VA death benefits, pensions, insurance settlements, and adjustments to VA-insured home mortgages.
- xi. Social Security assistance – Assistance for recipients in expediting delivery of checks delayed by the disaster; assistance in applying for disability, death, and survivor benefits. (U.S. Social Security Administration, Department of Health and Human Services [HHS], State Department of Social Service)
- xii. Emergency assistance – Assistance and services to families under the Social Security Act, including funds up to \$500 for repair of homes owned by public assistance recipients, other shelter, and medical care. (U.S. Department of Health and Human Services [HHS], State Department of Social Services)
- xiii. Legal services – Legal services to needy individuals who are unable to secure such services. (Young Lawyers Section, Virginia Bar Association; other lawyers)
- xiv. Individual and family grants – Grants to meet necessary expenses or serious needs of individuals or families adversely affected by a major disaster, this assistance program is funded in part by the federal government and is administered by the state. (State Department of Social Services)
- xv. Crisis counseling – Referrals to appropriate mental health agencies to relieve mental health problems related to a disaster. (State or local mental health agencies, supported by the National Institute of Mental Health [NIMH], U.S. Department of Health and Human Services [HHS], Department of Behavioral Health and Development Services)
- xvi. In addition, other state and local agencies and private organizations may be asked to provide assistance, such as:
 - 1) Adjustment of local property taxes
 - 2) State income tax assistance
 - 3) Health and safety inspections
 - 4) Insurance claims counseling (American Insurance Association and/or State Insurance Agency)
 - 5) Consumer protection services. Individuals should be warned that disaster victims may be susceptible to unscrupulous business practices during the early stages of a disaster; victims should be advised of the Consumer Protection Agency or other local authority to contact should they encounter this type of problem.
- xvii. Procedures:
 - 1) When a disaster victim reports to the DAC, he/she will be greeted by a receptionist who will provide him/her with a registration form and will make certain the victim understands the use of the form.
 - 2) The victim is then directed to a registrar where he/she is interviewed using the registration form he/she has been given; once the registrar determines the client's problem and needs, he/she will be directed to the appropriate agencies.

- 3) Once the client has completed their circuit through the agencies, he/she will receive an exit interview to ensure that he/she has seen the proper agencies; that they are satisfied with the assistance being offered; and that he/she is clear as to the next steps to take.

c) Public Assistance:

As soon as practicable following the President's declaration of an emergency or a major disaster, FEMA personnel conduct briefings for state and local officials to inform them of the type of assistance available under the declaration and which funds are provided for eligible disaster assistance payments. Normally, the grant involving cost sharing will be 75 per cent of eligible costs. The remaining 25 per cent (nonfederal share) will be the responsibility of the State and Local Government (Commonwealth of Virginia Emergency Operations Plan). The Virginia Department of Emergency Management has been designated as the agency responsible for administering this program. Types of public assistance are:

- i. Clearance of debris on public or private lands or waters. Debris removal from private property when in the public interest. (Local authorities for other-than-agricultural property; ASCS for agricultural property) Virginia Department of Emergency Management, State Department of Transportation, local governments.
- ii. Emergency protective measures for the preservation of life and property.
- iii. Repair or replacement of water control facilities (dikes, levees, irrigation works, and drainage facilities).
- iv. Repair or replacement of roads, streets, and bridges.
- v. Repair or replacement of public buildings and related equipment.
- vi. Repair or replacement of public utilities.
- vii. Repair or restoration to pre-disaster condition of public facilities damaged while under construction.
- viii. Repair or restoration of recreational facilities and parks.
- ix. Repair or replacement of private, non-profit educational, utility, emergency medical, and custodial care facilities, including those for the aged and disabled and facilities on Indian reservations.
- x. Disaster loans from FEMA for those communities that may suffer a substantial loss of tax and other revenues and have demonstrated a need for financial assistance in order to perform their governmental functions.
- xi. Repairs and operating expenses to public elementary and secondary schools.
- xii. Use of federal equipment, supplies, facilities, personnel and any other resources (other than the extension of credit) from various federal grants.
- xiii. Procedures:

- 1) A Project Application must be submitted, through the State Coordinator of Emergency Management, to the Regional Director of FEMA within 90 days of the date of the President's declaration of an emergency or a major disaster, unless the Regional Director specifically shortens or extends that period.

- 2) In addition to the Stafford Act, Public Law 93-288, assistance is available under federal agencies' own statutory authority without a Presidential declaration of an emergency or a major disaster. Examples of such assistance are:
- Search and Rescue – U.S. Coast Guard
 - Flood Protection – U.S. Army Corps of Engineers
 - Fire Suppression – Regional Director, FEMA
 - Health and Human Services – U.S. Department of Health and Human Services
 - Emergency Conservation Measures – U.S. Department of Agricultural
 - Emergency loans for agriculture – Farmers Home Administration
 - Disaster loans for home owners & businesses – Small Business Administration
 - Repair to Federal Aid System roads – US Department of Transportation
 - Tax funds – U.S. Internal Revenue Service
- 3) The Governor must request that the President declare an emergency or a major disaster. The Governor will base his/her decision on whether to request a Presidential declaration primarily on the information submitted by local government in the Initial Damage Assessment Report. However, it may be necessary to request additional information from the locality, as required, to support the Governor's request.
- 4) If a Presidential declaration is approved, the locality will submit a Notice of Interest for public assistance under guidance provided in the State Administration Plan for Disaster Assistance.
- 5) The authorities for federal disaster assistance, in the absence of a Presidential declaration, cover a wide variety of interests and vary with changing federal laws, regulations and policies. Requests for this type of assistance will be forwarded to the Virginia Department of Emergency Management. The State Coordinator of Emergency Management will consolidate such requests for the Governor in coordination with the appropriate state agency. Once approved by the Governor, the request will be forwarded to the Director, FEMA Region III. FEMA will then coordinate the state's request with the appropriate federal agency.

ESF 14 CONTINUED: LONG TERM COMMUNITY RECOVERY

DAMAGE ASSESSMENT, FEDERAL DISASTER ASSISTANCE, HAZARD MITIGATION

QUICK REFERENCE CHECK LIST FOR HAZARD MITIGATION

GREENE COUNTY

- ☐ Review requirements for private business
- ☐ Review requirements for citizens / general public
- ☐ Follow established mitigation activities and procedures
- ☐ Review damage assessment reports when considering mitigation strategies
- ☐ Consult with State / Federal authorities for available funds regarding specific mitigation actions
- ☐ Other key issues – notes

MISSION

To identify the hazards which pose a threat to Greene County citizens and develop, implement, and enforce mitigation management measures which will prevent a disaster or reduce its effects.

ORGANIZATION

The organization for developing and implementing effective hazard mitigation measures in Greene County is much the same as the organization for disaster preparedness and response. However, the regulatory agencies and governing bodies play a more important role as they must pass and implement the Rules, Regulations, Codes, and Ordinances that would reduce the impact of a disaster. The Coordinator of Emergency Management is charged with the overall responsibility of coordinating the development and implementation of hazard mitigation plans. The chiefs of regulatory agencies are responsible for enforcing compliance with Rules, Codes, Regulations and Ordinances.

Departments and agencies of County government and volunteer emergency response organizations assigned disaster response duties are responsible for maintaining Plans and Procedures and the capability to perform their function in response to an emergency or disaster. They are also responsible for bringing to the attention of the Chairman of the Board of Supervisors, in coordination with the Coordinator of Emergency Management, any areas where Codes, Regulations, and Ordinances may mitigate a particular hazard.

A. Private businesses are responsible for:

1. Adhering to Codes, Ordinances, and accepted procedures as may apply to them.
2. Applying technical expertise to develop and use new technologies that further hazard mitigation.
3. Keeping public officials informed of self-generated technological hazards and methods of mitigating emergencies emanating from them.
4. Providing technical expertise in drafting regulations and standards to design monitoring systems and monitor compliance with such standards.

B. The public responsibilities in hazard mitigation are to:

1. Support mitigation measures and initiatives, provide alternative proposals, and bring pressure on those who do not comply with Codes, Ordinances, and Regulations.
2. Beware of the hazards to which they are vulnerable and knowledgeable of personal mitigation measures.

CONCEPT OF OPERATIONS

A. The government of Greene County has the responsibility for developing specific mitigation measures to reduce the effects of each natural or man-made hazard and to identify and develop mitigation measures for other hazards that may develop. These measures include, but are not limited to, the development of Zoning Laws and Land-use Ordinances, Building Codes,

Regulations and licensing for handling and storage of hazardous materials, and the inspection and enforcement of such Ordinances, Codes, and Regulations.

- B. The Director and Coordinator of Emergency Management have overall responsibility for emergency management that involves hazard mitigation and disaster preparedness, and response and recovery. They must work closely with state and local government offices, local businesses, civic leaders, volunteer groups, and the Board of Supervisors to develop Codes, Ordinances, Regulations, and plans to carry out an effective mitigation and disaster response program. This program encompasses far more than natural hazards. It includes industrial and transportation accidents involving hazardous materials, building collapses, nuclear attack, acts of terrorism, civil disorder, etc.
- C. A public information program should be initiated to increase the citizen's awareness of local hazards, what is being done to mitigate their effects, and what is expected of the citizens. It should provide them with mitigation measures they can take as individuals to protect themselves and their property from the effects of identified hazards.
- D. The recovery period in the aftermath of an emergency response or a disaster is frequently an excellent time to implement certain kinds of mitigation efforts, such as increasing the size of road culverts or implementing Land-use Ordinances. The Director of Emergency Management will direct an assessment of the disaster emergency incident to determine what actions can be taken to mitigate future disaster effects. He will direct the implementation of those actions that can be accomplished through repairs or reconstruction during the recovery phase. He will present to the Board of Supervisors for their consideration those actions that require the passage of an ordinance or regulation. Advantage will be taken of each opportunity to mitigate the effects of any future disaster.

AUTHORITIES AND REFERENCES

In addition to those listed in the Basic Plan:

A. Authorities

1. Public Law 90-448, National Flood Insurance Act of 1968, as amended.

B. References

1. Thomas Jefferson Regional Hazard Mitigation Plan, July 2012.

DEFINITIONS

- A. Mitigation – Any action taken to eliminate or reduce the degree of long-term risk to human life and property from natural and man-made hazards.
- B. Hazard Mitigation Manager – The local government department/activity head, given the authority and resources, charged with the responsibility to establish and carry out an effective hazard mitigation program.

HAZARD MITIGATION TASK ASSIGNMENTS

A. Greene County Board of Supervisors

As in all emergency-related activities, the ultimate responsibility to the public for effective hazard mitigation rests with the elected officials. They must promulgate the Codes, Regulations, Ordinances, and provide the funds required to implement and enforce an effective mitigation program.

B. Director / Coordinator of Emergency Management

The Director and Coordinator of Emergency Management have overall management responsibility of the hazard mitigation program and are responsible for administering an effective mitigation program through the appropriate department or agency needs. Their responsibilities include, but are not limited to, the following:

1. Hazards analysis.
2. Development, maintenance, and implementation of a Hazard Mitigation Plan.
3. Development, maintenance, and exercise of the Emergency Operations Plan.
4. Preparation, in coordination with the departments and agencies, of mitigating Codes, Ordinances, and Regulations for action by the Board of Supervisors.
5. Develop public information materials that describe the risks associated with each primary hazard, the appropriate self-help or first-aid actions, and other mitigation measures.

C. Department of Health

1. Enforce existing Codes, Ordinances, and Regulations for the treatment of water and sewage and the handling and storage of food.
2. Develop plans for the prevention or spread of disease during a disaster.
3. Develop procedures for crisis monitoring of water sources and food supplies during a disaster.

D. Director, Planning and Zoning Development

1. Administer and enforce Land-use or Zoning Ordinances.
2. Survey areas that may require rezoning and make recommendations, as requested.

E. Building Inspection Department

1. Administer and enforce existing Building Codes and Zoning Ordinances.
2. Make recommendations for mitigating Codes or Ordinances, where applicable.
3. Advise the public of private actions that could mitigate individual loss.
4. Assist in damage assessments.

F. Law Enforcement

1. Enforce hazardous materials transportation regulations.

2. Develop, maintain, and exercise disaster response SOP's required by other appendices of this plan.

G. Fire Department(s)

1. Develop, maintain, and exercise disaster response standing operating procedures required by other appendices of this plan.
2. Develop, maintain, and exercise specific response plans for hazardous materials.
3. Obtain training and special equipment that may be required for hazardous materials sites located in the jurisdiction.

H. Superintendent of Schools

1. Insure school administrators have a plan to cope with natural hazards to mitigate losses.
2. Procedures should be developed for evacuation or seeking shelter within school buildings (areas).

I. Public Information Officer

1. Develop and maintain an official working agreement between the County and local EAS stations and newspapers for the release of information in time of emergency.
2. Develop public information materials that describe the risks associated with each primary hazard, the appropriate self-help or first-aid actions, and other mitigation measures.

ESF 15: EXTERNAL AFFAIRS (PUBLIC INFORMATION)

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Gather information as it becomes available
- ☐ Develop a draft media release for review by Director or Coordinator
- ☐ Prepare for activation of the EAS
- ☐ Make ready access to cable television
- ☐ Clear all media releases with the Director/Coordinator
- ☐ Other key issues – notes

MISSION

To provide for efficient and coordinated continuous flow of timely information and instructions to the public utilizing all available communications outlets prior to, during, and following an emergency or disaster as appropriate to save lives and protect property.

ORGANIZATION

The dissemination of emergency public information will be directed and controlled from the EOC by the Coordinator of Emergency Management. The EOC will work jointly with, and have official access to, local radio stations and newspapers. The Deputy County Administrator will serve as Public Information Officer. However, the PIO role may shift to the Coordinator of Emergency Management, the sheriff, or other department heads depending on the type of incident and the circumstances involved. The alternate role will be determined by the Director and Coordinator of Emergency Management depending on the type and severity of the event.

CONCEPT OF OPERATIONS

- A. The Public Information Officer (PIO) is to be notified of all emergency situations that require notification of the County Administrator.
- B. When an emergency is officially declared, the PIO will serve as the primary source of contact for release of information to the media. Any media contacting the dispatch center shall be referred to the PIO. This will allow emergency personnel to use their resources for responding to the event and give the media one source to contact for details. This does not preclude emergency personnel from responding to the media inquiries on the scene, although caution should be used in releasing details of injuries or death before families can be notified.
- C. The PIO will report to the Emergency Operations Center or to the Administration Building, whichever is appropriate at the time of the emergency. The PIO will coordinate the release of information over the local radio station, social media, and government access cable channel and through all written documents. The PIO will also be responsible for arranging regular briefings for the media at a suitable time and location. Any complaints by emergency personnel concerning actions by the members of the press are also to be referred to the PIO for discussion with the appropriate news organization.
- D. The PIO will maintain an up-to-date telephone and fax number list for all local news organizations and will remain accessible by telephone throughout the duration of the emergency situation.
- E. State-level emergency public information will be broadcast by the Emergency Alert System (EAS). The State EOC has the primary responsibility of keeping the public informed when the emergency affects a widespread area. This will supplement information provided by the National Weather Service. The use of local radio stations, social media, and cable television during emergency situations is described below. The County PIO in coordination with the County EOC, should access these local stations to advise the public concerning locally unique emergency public information.

- F. Once an emergency has been declared, separate emergency response organizations will coordinate with the Public Information Officer and clear news releases with the EOC before release to the news media for public consumption.
- G. The news media must assure that confusing or conflicting information is not disseminated to the public. Sources of information should be verified for accuracy. All statements from local and state government personnel should be from, or authenticated by, the proper authorities. The news media will, in effect, assume a support role to local government during emergency operations.
- H. Area newspapers should be requested to publish articles periodically in order to increase public awareness about the primary local hazards and to suggest the best protective actions for individuals in time of emergency.
- I. Social media outlets should be utilized when applicable for updates and changes. Social media is not a replacement for media releases but rather should be utilized in conjunction with all media outlets mentioned above.

EMERGENCY MANAGEMENT ACTIONS – EMERGENCY PUBLIC INFORMATION

A. Normal Operations

1. Establish a working arrangement between the County PIO, the local EOC and local radio stations, cable TV and newspapers.
2. Encourage local newspapers to periodically publish general information about those specific hazards that are most likely to occur, such as flooding and industrial accidents. Emphasize citizen response and protective actions.
3. Prepare and provide general information as appropriate to special groups such as the visually impaired, the elderly, etc.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Monitor national and state level news coverage of the situation (if applicable).
2. Prepare locally unique, supplementary public information news releases and keep them updated to reflect the current emergency situation.
3. Evaluate the situation. Consider putting out news releases when there is a public “need to know”. The content should be coordinated with adjunct jurisdictions and the State EOC.

C. Response

Conditions continue to worsen requiring full-scale mitigation/preparedness activities.

1. After coordination with the State EOC, time permitting, the PIO will begin to disseminate emergency public information via news releases to the local news media.
2. If necessary, designate a phone number and personnel to handle citizen inquiries.

3. Assure the availability of back-up generators at local EAS radio stations.
4. Maintain a record of all expenses throughout the emergency.
5. Develop accurate and complete information regarding incident cause, size, current situation, and resources committed
6. Continue to keep the public informed of the situation and of recommended protective actions.

D. Recovery

Continue to keep the public informed concerning local recovery operations.

1. Assist the Health Department in disseminating public health notices, if necessary.
2. Assist state and federal officials in disseminating information concerning relief assistance.

USE OF CABLE TELEVISION DURING EMERGENCY SITUATIONS

During emergencies, it is especially important that the public be kept informed of available resources, dangerous conditions, and the response that emergency personnel are making to the situation. In addition to using other media outlets, cable television should be used to disseminate this type of information as follows:

- A. Emergency Override – The emergency override on the cable system allows the Coordinator of Emergency Management and the Public Information Officer to inform the public of immediate crisis situations. The override operates over all channels and anyone watching cable will see the message. It is to be used only where instant notification is essential.
- B. Government Access Bulletin Board – The government access bulletin board is available to transmit written messages through the cable system. Through use of a character generator, messages can be typed onto the screen and broadcast through the cable company personnel and the Public Information Officer.

All of the above resources are to be used in conjunction with cable company personnel and the Public Information Officer.

ESF 16: MILITARY AFFAIRS
QUICK REFERENCE CHECK LIST
GREENE COUNTY

- ☐ Check all communications equipment
- ☐ Review SOPs for emergency actions
- ☐ Mobilize all signs, barricades, and related equipment
- ☐ Prepare to assist with public notification
- ☐ Check all backup equipment
- ☐ Provide security for EOC
- ☐ Other key issues – notes

MISSION

To assist and provide Military Support (Virginia National Guard) in times of a major or catastrophic disaster, and /or civil unrest.

ORGANIZATION

The Virginia National Guard serves as a support agency for all the other Emergency Support Functions located within the Emergency Operations Center.

CONCEPT OF OPERATIONS

- A. The Virginia National Guard, when directed by the Governor of the Commonwealth of Virginia, can employ Virginia National Guard personnel, equipment, and resources, through appropriate commanders, to assist civil authorities.
- B. The Virginia National Guard will provide Military Support to civil authorities in accordance with the existing Virginia National Guard Operation Plan for Military Support to Civil Authorities.
- C. The Virginia National Guard will provide military support to civil authorities on a mission request basis, within the Virginia National Guard's capability, and within the limitations of existing State law, military regulations, and the applicable Governor's Executive Order.

EMERGENCY MANAGEMENT ACTIONS – EMERGENCY PUBLIC INFORMATION

- A. Normal Operations: **Not applicable.** In accordance with existing National Guard Bureau Regulations, it is understood that the primary responsibility for disaster relief shall be with the locality.

- B. Increased Readiness

A natural or man-made disaster is threatening the local area.

- 1. Assess the potential situation. Make notification to the Virginia EOC if the Virginia National Guard may be needed. (This allows personnel to migrate towards alert status.)

- C. Response

Conditions continue to worsen requiring full-scale mitigation/preparedness activities.

- 1. Assess the situation. If the situation warrants military support; make notification to the Virginia EOC.
 - 2. Alert all ESFs of the Virginia National Guard response.
 - 3. Consider response alternatives to protect the general public and the public safety community.
 - 4. Continue to provide periodic status reports to the Virginia EOC.
 - 5. Assist law enforcement, fire, and EMS regarding traffic and crowd control, as required.

6. Implement the necessary security at the emergency site(s), evacuated areas, vital facilities, shelter areas, and supplies.
7. Assist with search and rescue operations, as required.
8. Record expenses.

D. Recovery

Continue to keep the public informed concerning local recovery operations.

1. Continue to provide traffic and crowd control, as well as the necessary security.
2. Support cleanup and recovery operations as required.
3. Assist with identification of the dead, if necessary.
4. Assist with damage assessment.
5. Complete disaster-related expense records for services provided and within your control and submit to the Coordinator.

ESF 17: DONATIONS AND VOLUNTEER MANAGEMENT

QUICK REFERENCE CHECK LIST

GREENE COUNTY

- ☐ Establish communication with local volunteer organizations
- ☐ Establish a tracking system for goods received and distributed
- ☐ Monitor situation closely and maintain contact with Office of Emergency Services
- ☐ Coordinate with PIO
- ☐ Other key issues – notes

MISSION

To effectively and efficiently manage the flow of unsolicited goods and unaffiliated volunteer services during disasters.

SITUATION

Following a major disaster, government will receive an overwhelming amount of unsolicited goods and services from individuals, corporations, church groups, and voluntary organizations.

If these goods and services are not properly managed or directed, they will interfere with response and recovery efforts and actually exacerbate the disaster situation.

ORGANIZATION

The welfare of the people in the event of a disaster is the responsibility of local government. The emergency services organization forms the nucleus of the preparedness force around which volunteer relief agencies and religious/civic groups organize and perform their services during a disaster.

The Coordinator of Emergency Management, in coordination with the local planning department, will pre-identify potential sites and facilities to coordinate the receipt and distribution of donated goods and services. The Coordinator will also work with state officials to identify regional facilities to coordinate the flow of assistance into the disaster area.

The Director of the Social Services Department, assisted by public relief organizations, will be responsible for coordinating the local relief effort to meet the immediate needs of the stricken population in terms of food, water, housing, medical, and clothing.

CONCEPT OF OPERATIONS

- A. The Coordinator of Emergency Management will identify sites and facilities that will be used to receive, process, and distribute the solicited and unsolicited donated goods that will be sent to the disaster area. The necessary equipment, staff, communications and security support to these facilities and sites will be provided by local, state, and federal governments and volunteer organizations, as required. This process must be closely coordinated with state and federal emergency services officials, local governments in the region, and the media.
- B. The Director of Social Services will coordinate the disaster relief actions of quasi-public and volunteer relief agencies and groups. This is necessary to insure maximum effectiveness of relief operations and to avoid duplication of effort and services.
- C. The American Red Cross has been incorporated into the local emergency services organization providing food and clothing to displaced persons at the Shelter Center.
- D. Standing operating procedures will be developed to address screening, processing, training, and assignment of volunteers who will show up once recovery efforts begin. The service to which

personnel are assigned will provide the necessary training. Persons who already possess needed skills or have received specialized training, such as heavy equipment operators, should be assigned duties, which allow for the maximum benefit of their skills. Each individual volunteer will be registered, and a log will be maintained of man-hours worked. Food and lodging will be provided. Accurate records of all incurred expenses will be maintained.

EMERGENCY MANAGEMENT ACTIONS – DONATIONS MANAGEMENT

A. Normal Operations

1. Pre-identify potential sites and facilities to manage donated goods and services being channeled into the disaster area.
2. Identify the necessary support requirements to ensure the prompt establishment and operation of these facilities and sites.
3. Assign the tasks of coordinating auxiliary manpower and material resources.
4. Develop procedures for recruiting, registering and utilizing auxiliary manpower.
5. Develop a critical resource list and procedures for acquisition in time of crisis.
6. Develop procedures for the management of donated goods.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review and update plans and procedures.
2. Alert local staff and volunteer support organizations.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. Identify/procure the necessary sites and facilities to effectively manage the flow of donated goods and services coming into the area.
2. Activate the necessary support staff and services to make facilities operational.
3. Recruit and register volunteers, as required. Provide for the lodging and care of volunteers, if necessary.
4. Assist with emergency operations. Assign volunteers to tasks that best utilize their skills. Maintain records on volunteer man-hours.
5. Obtain essential resources as needed.
6. Assist with emergency operations, as required.
7. Monitor manpower utilization for maximum results.
8. Maintain a record of disaster-related expenses.

D. Recovery

1. Assist as required.
2. Compile records of volunteer man-hours.
3. Receive donated goods.

4. Assist with damage assessment.
5. Compile totals for disaster related expenses.

HAZARD AND SUPPORT SPECIFIC ANNEXES: INTRODUCTION

Purpose:

This section provides an overview of the Hazard and Support Specific Annexes to the Emergency Operations / All Hazards – All Disciplines Plan.

Background:

The Annexes describe the framework through which local departments and agencies, the private sector, volunteer organizations, and nongovernmental organizations coordinate and execute the common functional processes and other requirements necessary to ensure efficient incident management. During an incident, numerous procedures and administrative functions are required to support incident management.

The following section includes a series of annexes describing the roles and responsibilities, when appropriate, of local departments and agencies, nongovernmental organizations, and the private sector for those common activities that support the majority of incidents. The annexes address the following areas:

Hazard Specific Annexes:

- Dam Safety
- Hazardous Materials
- Nuclear Attack
- Radiological Protection
- Resource Shortage
- Terrorism / Weapons of Mass Destruction
- Hurricane / Flooding
- Water Contamination

Support Specific Annexes:

- Budget and Financial
- Legal Assistance
- Special Facilities

ANNEX A: DAM SAFETY

MISSION

To facilitate the evacuation of downstream residents in the event of an imminent or impending dam failure.

ORGANIZATION

The Director of Emergency Management or the Coordinator of Emergency Management is responsible for making the decision to order evacuation in the event of an imminent or impending dam failure. The Greene County Sheriff's Department will disseminate the warning to evacuate.

CONCEPT OF OPERATIONS

Dam owners are responsible for the proper design, construction, operation, maintenance and safety of their dams. They are also responsible for reporting abnormal conditions at the dam to the Sheriff's Department and Coordinator of Emergency Management and to recommend evacuation of the public below the dam if it appears necessary. Owners of dams that exceed 25 feet in height or impound more than 50 acre-feet (100 acre-feet for agricultural purposes) of water must develop and maintain an "Emergency Action Plan." A copy must be provided to the local Director of Emergency Management (to be kept on file by the Coordinator), the State Department of Emergency Management, and The State Water Control Board. This "Emergency Action Plan" is required prior to issuance of an Operation and Maintenance Permit by the State Water Control Board.

Standards have been established for "Dam Classifications" and "Emergency Stages". The affected public will be routinely notified of conditions at the dam during Stage 1. If conditions escalate to Stage II, emergency services personnel will immediately notify the public affected to be on alert for possible evacuation of the areas that would be flooded. If conditions deteriorate and overtopping or failure of a dam has occurred or is imminent, as in Stage III, the Director of Emergency Management will warn the public, order evacuation from the affected area, and declare a local emergency. If appropriate, he will recommend that the Governor declare a state of emergency.

AUTHORITIES

In addition to those listed in the Basic Plan:

- A. Virginia Soil and Water Conservation Board, Regulation VR 625-01-00, Impounding Structure Regulation, as amended.

EMERGENCY MANAGEMENT ACTIONS – DAM SAFETY

A. Normal Operations

1. Dam Owners

- a) Operate and maintain the dam to assure the continued integrity of the structure.

- b) Develop an Emergency Action Plan for warning and evacuating the public in the event of dam failure.

2. Government

- a) Develop compatible procedures to warn and evacuate the public in the event of dam failure.

B. Increased Readiness

1. Stage I Conditions

- a) Alert on-duty emergency response personnel

2. Stage II Conditions

- a) Alert on-duty emergency response personnel.
- b) Notify public of possible dam failure.
- c) Review warning and evacuation plans and procedures.
- d) Place off-duty emergency response personnel on alert.

C. Emergency Operations

1. Mobilization Phase – Latter Part of Stage II or at Stage III Conditions

- a) Activate EOC; staff as appropriate
- b) Notify State EOC (804) 674-2400
- c) Alert emergency response personnel to standby status.
- d) Begin record keeping of all incurred expenses.

2. Response Phase – Stage III Conditions

- a) Order immediate evacuation of residents in expected inundation areas.
- b) Sound warning through use of sirens, horns, vehicles with loudspeakers, Emergency Alert System, telephone calls, and door-to-door notification to evacuate individuals immediately out of the area or to high ground in area for later rescue.
- c) Call in emergency personnel to provide help required to protect lives and property.
- d) Activate EOC, if not previously accomplished.
- e) Follow established procedures within designated functional areas specified in this plan.

D. Recovery

- 1. Provide assistance to disaster victims.
- 2. Clean up debris and restore essential services.
- 3. All agencies tasked in this plan implement recovery procedures.
- 4. Review emergency procedures used and revise, if necessary, to insure lessons learned are applied in future disasters.
- 5. Determine what mitigation measures, if any, should be initiated (zoning, design of dams, etc.).

DAM CLASSIFICATIONS AND EMERGENCY STAGES

Dam Classifications

Dams that exceed 25 feet in height or impound more than 50-acre feet (100-acre feet for agricultural) must be classified as to the degree of hazard potential they impose should the structure fail completely.

- **Class I:** (High Hazard) – Probable loss of life; excessive economic loss.
- **Class II:** (Significant Hazard) – No loss of life expected; appreciable economic loss.
- **Class III:** (Low Hazard) – No loss of life expected; minimal economic loss.

Emergency Stages

When abnormal conditions impact on a dam, such as flooding or minor damage to the dam, the dam owner should initiate specific actions that will result in increased readiness to respond to a potential dam failure. The following stages identify actions that may be appropriate readiness actions.

- **Stage I:** Slowly developing conditions; five days or more may be available for response. Owner should increase frequency of observations and take appropriate readiness actions.
- **Stage II:** Rapidly developing conditions; overtopping is possible. One to five days may be available for response. Increase readiness measures. Notify local Coordinator of conditions and keep him informed.
- **Stage III:** Failure has occurred, is imminent, or already in flood condition, over-topping is probable. Only minutes may be available for response. Evacuation recommended.

GREENE COUNTY DAMS REQUIRING EMERGENCY ACTION PLANS

Feature	Class	County	USGS Topo Map	Elevation	Lat	Long
<u>Blue Ridge School Dam</u>	3	Greene	Swift Run Gap	758 feet	38.267°N	78.555°W
<u>Green Mountain Lake Dam</u>	2	Greene	Stanardsville	544 feet	38.270°N	78.438°W
<u>Greene Acres Dam</u>	1	Greene	Stanardsville	695 feet	38.322°N	78.451°W
<u>Greene Hills Dam</u>	3	Greene	Stanardsville	574 feet	38.327°N	78.395°W
<u>Greene Valley Section Seven Dam</u>	3	Greene	Stanardsville	659 feet	38.348°N	78.420°W
<u>Harlow Farm Dam</u>	3	Greene	Earlsville	505 feet	38.198°N	78.378°W
<u>Lake Saponi Dam</u>	3	Greene	Earlsville	453 feet	38.192°N	78.388°W
<u>Pruess Farm Dam</u>	Dam	Greene	Stanardsville	777 feet	38.347°N	78.436°W
<u>Reynolds Farm Dam</u>	3	Greene	Earlsville	508 feet	38.215°N	78.383°W
<u>Reynolds Farm Route 29 Dam</u>	3	Greene	Earlsville	561 feet	38.225°N	78.385°W
<u>Twin Lakes Dam Number One</u>	3	Greene	Stanardsville	499 feet	38.250°N	78.441°W
<u>Twin Lakes Dam Number Three</u>	2	Greene	Stanardsville	518 feet	38.257°N	78.433°W
<u>Twin Lakes Dam Number Two</u>	3	Greene	Earlsville	558 feet	38.242°N	78.443°W
<u>Wildwood Valley Lake Dam</u>	2	Greene	Stanardsville	587 feet	38.260°N	78.433°W
<u>Word Farm Dam</u>	Dam	Greene	Barboursville	462 feet	38.207°N	78.360°W

ANNEX B: HAZARDOUS MATERIALS INCIDENTS

SARA TITLE III

The Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) requires the development of detailed procedures for identifying facilities with extremely hazardous materials and for assuring an adequate emergency response capability by these facilities and by local emergency services. A separately published Hazardous Material Emergency Response Plan has been developed for Greene County. This plan will be considered to be a part of the Greene County EOP.

ORGANIZATION

The emergency services organization for a hazardous materials incident is basically the same as for any other emergency requiring a coordinated response by local government(s), private industry, and volunteer service organizations.

ON SCENE RESPONSIBILITY

In the event of a hazardous materials incident, the local fire representative will be notified immediately and will assume command on scene upon arrival. The fire representative should implement immediate protective action measures. The Sheriff's Department is responsible for traffic control and implementing/executing evacuation. The Hazardous Materials Coordinator or Coordinator of Emergency Management is responsible for coordinating the response for the EOC. In the event the Greene County Coordinator of Emergency Management is not available, the senior fire officer at the scene will make specific coordination decisions (i.e. evacuation) in order to promptly and effectively address the emergency at hand.

Greene County will rely on local emergency services resources, private as well as public, to respond to a hazardous materials incident within the County. If the emergency is of such magnitude that local resources are inadequate, the Greene County Hazardous Materials Coordinator or the Coordinator of Emergency Management will call the Virginia Department of Emergency Management Emergency Operations Center for assistance. VDEM has established Regional Hazardous Material Response Teams throughout the state. VDEM Hazardous Material Officers can assist in providing information on product identification, specific chemical data, and incident mitigation advice. They also have an on-scene response capability.

TRANSPORTATION ACCIDENTS

Fuel, toxic chemicals, dangerous gases, and acids are transported through Virginia daily using all modes – highway, rail, water, pipeline, and air. For each locality, a hazards analysis which identifies regularly scheduled shipments of hazardous materials should be developed to serve as a basis for planning.

The legal duty for reporting, containment, and clean-up of hazardous substances incidents rests with the party responsible for the material prior to the incident. If the manufacturer, shipper, or other responsible party is unable to respond, neglects to take proper steps, or lacks the capability to act,

then local government, within its capability, must act to prevent or minimize injuries and property damage.

Immediate response to a transportation accident involving hazardous materials should be limited to aiding the injured and preventing access to the area surrounding the incident. The incident should immediately be reported to the Virginia Department of Emergency Management which will provide technical guidance and coordinate assistance as required. The Hazardous Materials Incident Report form should be used to record the necessary information.

The U.S. Department of Transportation “Hazardous Materials Emergency Response Guidebook” has been developed for use by fire fighters, law enforcement and other emergency response personnel. It identifies the most significant hazardous materials and gives information and guidance for initial actions to be taken in the event of a spill or other accident. The fire representative, Coordinator of Emergency Management, and all potential first responders should be familiar with and have ready access to this handbook.

FIXED FACILITIES

The Greene County Coordinator of Emergency Management should establish and maintain a good working relationship with local industrial plants and commercial facilities where hazardous materials are used, stored, manufactured, or disposed. The management of each facility is responsible for designating a facility emergency coordinator to prepare emergency response plans and procedures in order to meet required worker and resident safety standards as established by federal, state, and local regulatory agencies. These plans and procedures must be coordinated with the appropriate local emergency response organizations – sheriff, fire, and rescue – and with the local Coordinator of Emergency Management.

Receipt of notification that an accident has occurred requires immediate action to evaluate and assess the situation. Time is of the essence and dictates immediate action to employ required emergency resources to control or contain the material involved, implement evacuation procedures, if required, and isolate the accident area to all but emergency services personnel.

Greene County has the primary responsibility for protecting the public. Depending upon the magnitude or severity of the situation, Greene County will take steps necessary to provide public warnings, initiate protective actions, and isolate the general area affected.

A working relationship should be established and maintained between Greene County officials and the management of local industrial plants where hazardous substances are utilized.

The fire representative and the Greene County Office of Emergency Services are responsible for maintaining and updating this annex. All departments and agencies assigned duties to respond to an accident involving hazardous materials will develop and keep current procedures to ensure an adequate response capability. The heads of law enforcement, fire, and rescue services will ensure that all personnel are adequately trained in the procedures for responding to accidents involving hazardous materials and that peak efficiency is maintained at all times.

EMERGENCY MANAGEMENT ACTIONS – HAZARDOUS MATERIALS INCIDENTS

A. Normal Operations

1. Develop plans and procedures for hazardous materials incidents. Coordinate with local industrial plants.
2. Provide or coordinate training for fire and law enforcement personnel so that they are prepared to recognize a hazardous materials incident and to promptly isolate and secure the accident scene.

B. Increased Readiness: Not applicable. Hazardous materials incidents typically occur with little or no advanced warning.

C. Emergency Operations

1. Mobilization Phase: **Not applicable.**
2. Response Phase
 - a) Assess the situation. Detect the presence of and identify hazardous material(s). Refer to the Hazardous Materials Emergency Response Guidebook.
 - b) If hazardous materials are involved, isolate and secure the accident scene.
 - c) Alert the fire representative to assume command on site.
 - d) Establish and maintain direct communication between the local EOC and the fire representative or other on-the-scene controller.
 - e) Report to the State EOC. Request a technical analysis of the probability of a disaster, its likely consequences, and recommended protective actions. If the accident involves a transportation accident, establish and maintain contact with the railroad or trucking company involved.
 - f) Alert the local Health Director.
 - g) Consider response alternatives to protect the public. Estimate potential harm without intervention. Consider evacuation.
 - h) Direct protective action, as appropriate.
 - i) Alert the hospitals to be prepared to receive potential victims and of the nature of the hazard.
 - j) Conduct radiological monitoring, if appropriate.
 - k) Continue to provide periodic status reports to the State EOC.

D. Recovery

1. Declare the area safe for re-entry after danger has passed.
2. Assess damages and request post-disaster assistance as appropriate.
3. Restore facilities and services. Bill the responsible party for expenses incurred.

HAZARDOUS MATERIALS EMERGENCY TELEPHONE NUMBERS

- A. **Virginia Emergency Operations Center / Situational Awareness Unit** 804-674-2400 or 1-800-468-8892
- B. **Chemical Transportation Emergency Center** (CHEMTREC) 1-800-424-9300
- C. **Pesticide Safety Team Network** contacted through CHEMTREC 1-800-424-9300
- D. **Pesticides** – Department of Agriculture and Consumer Services 804-786-3798
- E. **Radioactive Materials** – Department of Health 804-786-5932; off-duty 804-674-2400; ask for Radiological Health Specialist support
- F. **Etiological Agents** – Department of Health 804-786-5188
- G. **Oil or Other Polluting Substances in Water** – State Water Control Board 804-257-0080
- H. **Hazardous Chemicals** – Division of Consolidated Laboratory Services 804-786-7905
- I. **Federal and State Assistance** –Virginia Department of Emergency Management 804-674-2400 or 1-800-468-8892

ANNEX C: NUCLEAR ATTACK

MISSION

To establish open-ended plans and procedures which could be utilized in conjunction with state plans and guidance to develop an emergency response capability during the anticipated crisis buildup period prior to a full-scale nuclear attack upon the United States of America.

ORGANIZATION

The Virginia Department of Emergency Management has developed detailed plans and procedures and will, over a several-day period, direct localities to prepare for a nuclear attack. Local Coordinator of Emergency Management will maintain copies and have a working knowledge of these plans.

CONCEPT OF OPERATIONS

A nuclear attack upon the USA would most likely be preceded by a period of increasing international tension and crisis. Sufficient time would be available for protective actions to be taken, to include the large-scale evacuation of probable target areas and the development of fallout shelters.

Should the USA be subjected to a full-scale nuclear attack, it is not likely that Greene County would be subject to direct weapons effects. However, it may be subject to radioactive fallout.

The Greene County organization for a war-caused disaster parallels that required for other emergency operations using existing government departments and offices and appropriate private organizations as required for planned emergency functions.

For fallout shelters, home basements and selected public buildings need to be upgraded in order to provide adequate protection. Earth should be placed in 5-6 inch layers on roofs and/or floors above until the desired depth of 15-18 inches is achieved. A list of public buildings to be upgraded, procedures for upgrading them, and manpower and equipment resources needed should be developed during the increased readiness period.

Additional information and guidance concerning fallout shelter development, radiological monitoring, and other aspects of attack preparedness is available from the Virginia Department of Emergency Management.

EMERGENCY MANAGEMENT ACTIONS – NUCLEAR ATTACK

A. Normal Operations

1. Develop and maintain an emergency preparedness program.
2. Maintain and develop a working knowledge of state contingency plans for nuclear attack.

B. Increased Readiness

1. Make individual assignments of duties and responsibilities to staff the primary EOC, alternate EOC, shelter centers, and other key facilities as appropriate.
2. Develop mutual support agreements with associated risk-host jurisdictions.
3. Open the primary EOC with a skeletal staff. Begin to submit daily situation reports to the State EOC.
4. Review attack preparedness planning guidance and implement preparedness actions as called for to include radiological monitoring and reporting.
5. Identify buildings and develop procedures to develop public fallout shelters.

C. Initial Alert

1. Accelerate emergency preparedness as directed by the State EOC. Ensure the operational capability of all key facilities.
2. Call a meeting of key officials. Brief them on the emergency situation and direct preparedness activities.
3. Ensure the maintenance of an official record of all expenditures incurred throughout emergency operations.
4. Provide guidance to the public about the development of home fallout shelters. Upgrade public buildings to provide fallout shelters as needed.

RELOCATION AND NO ATTACK

A. Emergency Operations

1. Mobilization Phase

- a) Call a meeting of key officials. Review preparatory actions already started and expedite those necessary to alert and mobilize emergency operating forces.
- b) Prepare to activate the Emergency Assembly Centers and traffic control points. Begin or continue to upgrade fallout shelter facilities as needed. Assure the coordination of in-the-field support services (primarily food and shelter).
- c) Continue to provide daily situation reports to the State EOC concerning local preparedness activities.
- d) Take other actions as called for by state guidance.

2. Evacuation Movement Phase

NOTE: Should attack occur after movement begins, proceed to "Attack Warning and Movement to Shelter Phase." Complete all actions required by lower readiness levels in as much as the attack environment allows.

- a) Activate Evacuation Assembly Centers, traffic control points, and other facilities.
- b) Facilitate evacuation. Coordinate with associated risk-host jurisdiction(s).
- c) Continue to upgrade fallout shelters.
- d) Assure the continued operation of essential services in the risk area. Monitor and facilitate the commute of essential workers.

- e) Receive and care for relocated individuals. Monitor the execution of planned actions and direct modified actions as necessary.

3. Relocation Phase

- a) Continue to provide resource support to associated risk-host jurisdictions as required. Begin to stock fallout shelters with a 14-day supply of drinking water and food supplies.
- b) Continue fallout shelter upgrading as required.
- c) Provide services to evacuees through the Evacuation Assembly Centers.
- d) Monitor the execution of planned actions and direct modified actions as necessary.
- e) Continue to submit daily situation reports to the State EOC concerning local preparedness activities, requirements for goods and services, and availabilities.

4. Return Movement Phase

- a) In coordination with the State EOC, disseminate information to relocatees to return to their homes in the risk area(s).
- b) Direct and coordinate cleanup activities.
- c) Continue to provide daily situation reports to the State EOC and advise when all relocatees have departed.

5. Post-Relocation Recovery

- a) Coordinate and monitor clean-up operations. Keep an accurate record of expenses incurred. Compile damage assessment data.

RELOCATION AND ATTACK

A. Emergency Operations

1. Attack Warning and Movement to Shelter Phase

- a) Disseminate the attack warning throughout the area and provide instructions for residents and relocatees to move to shelter.
- b) Implement radiological monitoring and weapons effects reporting procedures.
- c) Estimate time of arrival of radioactive fallout.
- d) Move additional water, food, and medical supplies to shelter.
- e) Acquire information on the status of the attack environment and monitor shelter operations and other actions. Keep key officials and the public informed.
- f) Keep the State EOC informed as appropriate and submit periodic situation reports.

2. In-Shelter Phase

- a) In coordination with the State EOC and adjacent jurisdictions, provide emergency information and continued guidance to the public.
- b) Monitor the execution of planned actions and direct modified actions as necessary.

- c) Ensure the operation of radiological monitoring activities. Direct emergency operations and inform the public accordingly.

3. Shelter Emergency Phase

- a) When radiation levels permit, advise relocatees to leave fallout shelters and return to congregate care housing, and local host area residents to return to their homes.

4. Relocation Phase

- a) In coordination with the State EOC, continue to provide emergency information and guidance to the public to include decontamination procedures and protective measures against residual radiation.
- b) Monitor the execution of planned actions and direct modified actions as necessary. Regulate the expenditure of consumable resources as required.
- c) Continue to provide daily situation reports to the State EOC concerning local emergency operations.

5. Return Movement Phase

- a) When directed by the state, disseminate the notification to relocatees that they are to prepare to return. Provide them with a schedule of movement plan. Provide emergency information and continued guidance to the public and to transiting relocatees. This should include information about the risk area.
- b) Direct and coordinate clean-up activities. Clear debris as needed.
- c) On direction from the State EOC, direct relocatees to return to their homes.
- d) Continue to provide daily situation reports to the state concerning local emergency operations and advise when all relocatees have departed.

6. Post-Attack Recovery

- a) After a nuclear attack, emergency operations will continue under the framework of the State Emergency Management Resources Plan. Economic stabilization procedures must be implemented. Relocatees may have to remain in the host area until community services are restored in the risk area. Should damage in the risk area preclude their return, relocatees will, of course, continue to be cared for. Guidance on preparing for their long-term residence will be provided by the State EOC.

ANNEX D: RADIOLOGICAL PROTECTION

MISSION

In the event of a peacetime radiological incident, the mission is to (1) detect, record, and report radiation intensity, (2) to provide for the exposure control of emergency workers, (3) to provide and implement protective action guidance to the public through the local EOC, and (4) to provide for decontamination as required.

ORGANIZATION

If necessary, Greene County will designate a Radiological Officer to develop and maintain a response capability. He/she must organize and train a radiological response team, secure and maintain the necessary equipment and supplies, and develop contamination control procedures. Responsibility for radiological monitoring will belong to the Regional Hazardous Materials Response Team and Greene County Fire Departments.

The State Department of Emergency Management Radiological Officer and the State Department of Health, Office of Radiological Health will provide technical advice and assistance as required, either in the development of a program or a response to an accident/incident.

CONCEPT OF OPERATIONS

In the case of a radiological event/emergency not located within the County but which could potentially impact the County or its citizens, the designated representative of Fire Department will assume command at the EOC. The Radiological Officer and radiological monitors will implement radiological monitoring, exposure control and contamination control procedures and also provide other assistance as required.

All accidents/incidents involving radioactive materials should be reported to the Radiological Officer, State Department of Emergency Management (804-674-2400) and to the State Department of Health, Bureau of Radiological Health (804-786-5932). Again, these agencies will provide technical advice and assistance with monitoring and exposure control as required.

With a radiological accident/incident, the legal duty for reporting, containment, and cleanup rests with the party responsible for the material prior to the incident. If the manufacturer, shipper, or other responsible party is unable to respond, neglects to take the proper steps, or lacks the capability to act, then local government, within its capability, must act to prevent or minimize injuries and property damage.

Local government has the primary responsibility for protecting the public. Depending upon the magnitude or severity of the situation, local government will take steps necessary to provide public warnings, initiate protective actions, and isolate the general area affected.

The Radiological Officer, State Department of Emergency Management provides assistance in the development of a local radiological response capability. Radiation detection and measuring equipment has been provided to Greene County.

The following radiation exposure control measures should be considered and implemented as required in the event of an accident/incident.

- Control access to and egress from the area affected.
- Monitor evacuees and emergency workers for radiation contamination/exposure and decontaminate as required.
- Provide continuous monitoring of essential workers operating in affected areas and limit their total dose levels as low as reasonably possible.
- Contain the radiation hazard. Ensure water supplies and agricultural products are not contaminated.
- Remove and dispose of radioactive materials, or debris in accordance with procedures established by the State Department of Health, Office of Radiological Health.
- Provide residents access to potassium iodide (KI) or the appropriate medical countermeasure as determined by the State Department of Health, Office of Radiological Health

EMERGENCY MANAGEMENT ACTIONS – RADIOLOGICAL PROTECTION

A. Normal Operations

1. Designate a Radiological Officer.
2. Develop and maintain a local capability for a radiological emergency response.
3. Designate and provide training for radiological monitors.
4. Maintain equipment and supplies.
5. Develop plans and procedures to respond in time of emergency.

B. Increased Readiness: **Not applicable.** Radiological incidents typically occur with little or no advance warning.

C. Emergency Operations

1. Mobilization Phase: **Not applicable.**
2. Response Phase
 - a) Assess the situation.
 - b) Take preventive protective actions as necessary.
 - c) Alert the designated representative of the Fire Department to assume command on-site or at the EOC.
 - d) The Radiological Officer will provide technical advice as required.
 - e) Isolate and secure the affected area. Implement contamination control procedures as required.
 - f) Records must be maintained for all persons determined to be contaminated or exposed.
 - g) Establish and maintain communication between the local EOC and the on-the-scene commander.
 - h) Report to the State Department of Health, Office of Radiological Health and to the State EOC.
 - i) Request a technical analysis and recommended protective actions.

- j) If the accident/incident involves a transportation accident, establish and maintain contact with the trucking company or shipper involved.
 - k) Consider response to protect the public. Estimate potential harm without intervention.
 - l) For large-scale radiological incidents, the Virginia EOC will provide protective actions recommendations.
 - m) Implement protective action as appropriate. Consider evacuation.
 - n) Maintain records of accumulated exposure to evacuees and essential workers.
 - o) Do not exceed protective action guides.
 - p) Provide periodic status reports to the State EOC.
 - q) Declare the area safe for re-entry after danger is passed.
3. Recovery
- a) Assist as required.

ANNEX E: RESOURCE SHORTAGE

The Coordinator of Emergency Management will coordinate the local government response in the event of a critical resource shortage. Conservation measures in the event of fuel or other resource shortages are likely to be directed by the state. State-level “Commodity Managers” have been designated for each type of resource. The Red Cross will coordinate emergency assistance to individuals.

A resource shortage can affect the economic well-being of the area by increasing unemployment, reducing farm or industrial production, or adversely affecting travel and tourism. Shortages can also impose physical and economic hardship on private citizens, particularly those on low or fixed incomes and the elderly.

The Coordinator of Emergency Management should analyze the local situation and determine the potential impact of specific resource shortages. This should include a survey of major suppliers and users.

A temporary loss of electric power or heating fuel during extremely cold weather could displace or endanger families and individuals. They must be provided with lodging and care. They may need transportation to the lodging and care facility.

The public should be kept informed concerning any resource shortage and how to obtain assistance.

Problems pertaining to a specific source will be referred to the resource Commodity Manager. Problems relating to individual assistance will be referred to Greene County Department of Social Services or the Red Cross. All other problems which are beyond Greene County’s capability to resolve will be referred to the Virginia Department of Emergency Management.

AUTHORITIES AND REFERENCES

- A. Commonwealth of Virginia Emergency Operations Plan, 2015
- B. Commonwealth of Virginia, State Operation of Public Utilities, Title 56, Chapter 17, Code of Virginia.

EMERGENCY MANAGEMENT ACTIONS – RESOURCE SHORTAGE

A. Normal Operations

1. Monitor the status of all essential resources to anticipate shortages. Maintain liaison with fuel distributors and local utility representatives.
2. Identify, quantify, and prioritize the supply of fuel and other resources needed to maintain essential services. Coordinate with the electric power company, fuel oil distributors, etc.

B. Increased Readiness

A resource shortage disaster is threatening the local area.

1. Advise the State Commodity Manager of the local situation.
2. Maintain liaison and exchange information with local resource suppliers.
3. Review and update procedures for providing resource and financial aid to individuals based on the specific type of shortage that is threatening. In the event of a fuel shortage, establish procedures for local fuel suppliers/distributors to serve customers referred to them by local government.

C. Emergency Operations

1. Mobilization Phase

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

- a) Implement local conservation measures and emergency management programs as directed by the State Commodity Manager or the State EOC.
- b) Keep the public fully informed. Supplement state-level broadcasts with local ones as required. Direct or request voluntary conservation as appropriate.
- c) Implement procedures for determining need and for distribution of aid, whether in money or the commodity in short supply. Begin to provide emergency assistance to individuals as required.
- d) Begin to maintain a record of all expenditures and continue throughout emergency operations.
- e) Review procedures for providing lodging and care for displaced persons.
- f) Maintain contact and exchange information with major suppliers. Keep the State Commodity Manager advised of the local situation.

D. Response Phase

Major shortage is affecting the local area causing severe hardship and economic disruption.

- a) Make the public aware of the extent of the shortage, the need to conserve the resource in short supply, and the location and availability of emergency assistance.
- b) Allocate available resources to assure the maintenance of essential services.
- c) Consider opening an individual Emergency Assistance Center to provide help for those who are unable to otherwise obtain essential services.
- d) Assist citizens having difficulty in obtaining scarce essential resources by referring them to local agencies that may have available supplies.
- e) Notify the appropriate State Resource Commodity manager of the extent of the shortage and request assistance in obtaining additional supplies or relief.
- f) Enforce state and local government conservation programs.
- g) Consider declaring a local emergency. Petition the Governor to declare an emergency to exist when the shortage is of such severity that local government cannot provide an adequate response.

E. Recovery

1. Assist as required.

STATE-LEVEL COMMODITY MANAGERS

Natural Gas	State Corporation Commission Division of Energy Regulation	(804)371-9611
Electric Power	State Corporation Commission Division of Energy Regulation	(804)371-9611
Petroleum Products	Department of Emergency Management	(804)674-2400
Solid Fuels	Department of Emergency Management	(804)674-2400
Potable Water	Department of Health	(804)786-4063
Transportation	Department of Transportation	(804)786-5350
Health and Medical	Department of Health	(804)786-6970
Food	Department of Agriculture and Consumer Services	(804)786-3523

After business hours, call the Virginia Emergency Operations Center for all Commodity Managers. Phone: 800-468-8892 or 804-674-2400.

MAJOR SUPPLIERS AND USERS OF RESOURCES

To monitor the local situation, it is necessary to have a listing of the major suppliers and users of those resources considered to be essential to the health, welfare, and economic well-being of the local citizens. Information obtained from these major suppliers and users will be used to estimate the impact of shortages on the economy and health of the local community. This information should be updated at least once a year.

Major Retail Food Stores:

Food Lion: Ruckersville
Wal-Mart: Ruckersville
Great Value: Stanardsville

Fuel Storage:

Vehicle Maintenance: Stanardsville
VDOT: Stanardsville

Food Processing Plants:

None

Home Improvement:

Lowe's: Ruckersville

Major Electrical Power Substations:

Amicus Road: Ruckersville
Ford Avenue: Stanardsville

Gas/Oil Pipelines:

Columbia Gas – Natural: Celt Road / Stanardsville

Communications Facilities:

Tower Sites: Ruckersville / Stanardsville / Dyke

ANNEX F: TERRORISM / WEAPONS OF MASS DESTRUCTION NATIONAL TERRORISM ADVISORY SYSTEM

In 2011, the Department of Homeland Security (DHS) replaced the color-coded alerts of the Homeland Security Advisory System (HSAS) with the National Terrorism Advisory System (NTAS), designed to more effectively communicate information about terrorist threats by providing timely, detailed information to the American public.

It recognizes that Americans all share responsibility for the nation's security and should always be aware of the heightened risk of terrorist attack in the United States and what they should do.

NTAS advisories – whether they be Alerts or Bulletins – encourage individuals to follow the guidance provided by state and local officials and to report suspicious activity. Where possible and applicable, NTAS advisories will include steps that individuals and communities can take to protect themselves from the threat as well as help detect or prevent an attack before it happens. Individuals should review the information contained in the Alert or Bulletin, and based upon the circumstances, take the recommended precautionary or preparedness measures for themselves and their families.

Individuals should report suspicious activity to local law enforcement authorities. Often, local law enforcement and public safety officials will be best positioned to provide specific details on what indicators to look for and how to report suspicious activity. The “If You See Something, Say Something TM” campaign across the United States encourages the public and leaders of communities to be vigilant for indicators of potential terroristic activity, and to follow the guidance provided by the advisory and/or state and local officials for information about threats in specific places or for identifying specific types of suspicious activity.



BULLETIN: Describes current developments or general trends regarding threats of terrorism.

ELEVATED ALERT: Warns of a credible terrorism threat against the United States.

IMMINENT ALERT: Warns of a credible, specific and impending terrorism threat against the United States.

ANNEX G: HURRICANE / FLOODING

MISSION

To protect the public health and safety in the event of severe flooding, primarily flash flooding.

ORGANIZATION

Greene County has experienced minor to major flooding from the Rapidan River, South River, Middle River, Lynch River, Roach River, Conway River, and Swift Run.

The Director of Emergency Management or, in his/her absence, the Coordinator of Emergency Management, is responsible for making the decision to order evacuation in the event of a potentially life-threatening flood situation. The Fire/Rescue Squads and the Sheriff's Office will disseminate the warning to evacuate. The Coordinator of Emergency Management will develop and maintain (1) a flash flood warning system, (2) emergency response plans and procedures, and (3) a hazard mitigation plan.

EMERGENCY MANAGEMENT ACTIONS – FLOODING

A. Normal Operations

1. Develop and maintain plans and procedures for flooding. Designate areas to be evacuated.
2. Develop and maintain the flash flood warning system. Provide training for EOC personnel in the use of computer equipment.
3. Identify needed flood mitigation measures and encourage their implementation.

B. Increased Readiness

Characterized by events such as extended periods of heavy rains and/or large approaching storm systems.

1. Review and update plans and procedures if needed.
2. Monitor weather advisories, river/reservoir levels, and flood gauge reports.

C. Emergency Operations

1. Mobilization Phase

“Flash Flood Warning”

- a) Advise persons in flood-prone areas to prepare for evacuation.
- b) Place the EOC staff on standby.
- c) Test primary and alternate communications.
- d) Review and update plans and procedures for warning, reception and care, and emergency public information.
- e) Identify vehicles and equipment which should be moved to higher ground.

- f) Place emergency responders on standby.

2. Response Phase

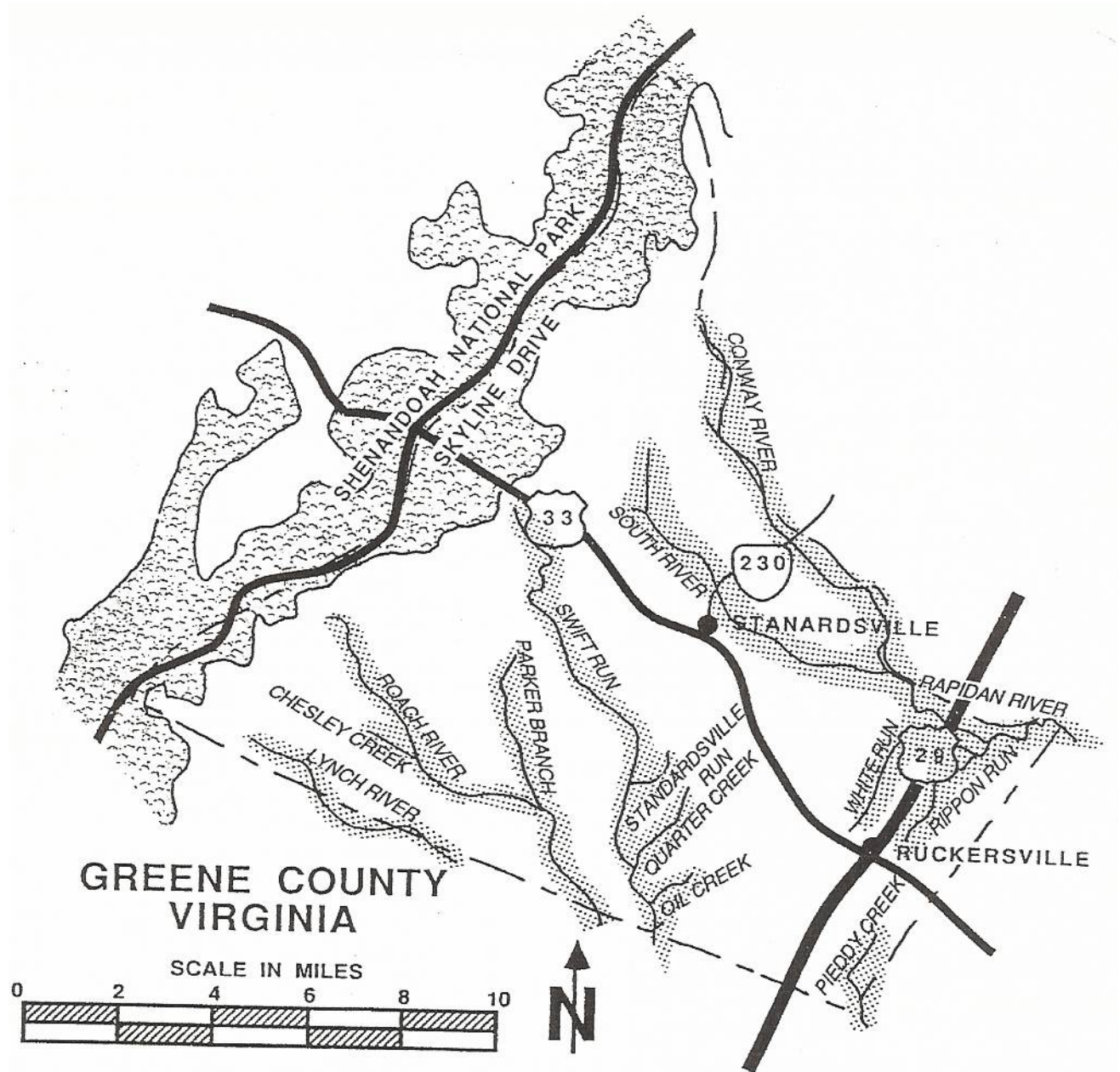
- a) Direct the evacuation of threatened areas. Designate an on- scene commander for each area. Provide back-up radio communications.
- b) Initiate sandbagging and flood-fighting activities if feasible.
- c) Relocate public owned vehicles and equipment to higher ground.
- d) Designate and open shelters.
- e) Provide emergency public information as appropriate.
- f) Declare a local emergency.
- g) Report situation and support requirements, if any, to the Virginia EOC. Continue to provide daily status reports throughout the emergency.
- h) Activate search and rescue teams.
- i) Direct that utilities be shut off in evacuated areas.
- j) Establish traffic control for evacuated areas.
- k) Direct the testing of drinking water for purity in flooded areas.
- l) Evaluate the situation and direct protective action as required.
- m) Declare the area safe for re-entry after danger has passed.

3. Recovery

Restore facilities and services. Drain flooded areas if appropriate. Assess damages. Request post-disaster assistance, as appropriate.

TAB A

AREAS SUBJECT TO FLOODING



ANNEX H: WATER CONTAMINATION

Water supply contamination would have a quick negative impact on the health and economic well-being of any community. In any water supply contamination situation, whether localized or involving a general area, the public would have to be notified immediately to mitigate the impact of the situation.

In the event of water supply contamination, Rapidan Services Authority and the Office of Emergency Services would make an initial assessment of the extent of the problem and the potential impact on the public. The Greene County Health Department will be notified of the type of contamination. The impacted public would be notified promptly and provided with proper guidance until the problem was corrected. Coordination with and assistance from other local, state, and federal agencies as well as private concerns would be necessary to address the problem promptly and effectively and ensure the continuation of essential services during the process. Liaison with private organizations, nursing homes, major industrial users, hospitals, dialysis clinics, etc., must be maintained to ensure their cooperation and allow them to implement their own contingency plans.

EMERGENCY MANAGEMENT ACTIONS – WATER CONTAMINATION

A. Normal Operations

1. Develop measures that would prevent or limit the contamination of the water supply.
2. Develop contingency plans to provide potable water to the public in the event of water supply contamination.

B. Increased Readiness

Contamination of the water supply is possible if the situation cannot be contained.

1. Advise and maintain liaison with the appropriate local, state and federal agencies.
2. Notify the public of the situation.
3. Review and update procedures to provide potable water in the event of water supply contamination.

C. Emergency Operations

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. Implement appropriate conservation measures and emergency management programs as directed by local plans, the State Water Control Board, and the Virginia Department of Health.
2. Keep the public fully informed and provide appropriate guidance.
3. Maintain liaison with firms and agencies that have spare equipment, personnel and expertise that could be used in addressing the problem and ensuring that essential services can be maintained.
4. Begin to maintain a record of all expenditures and continue throughout emergency operations.

D. Response Phase

Major contamination of the area's water supply is occurring, threatening the health and safety of the general public, and causing severe hardship and economic disruption.

1. Notify the public of the extent of the contamination problem emphasizing the importance of avoiding use of water.
2. Advise the public of the availability and location of potable water.
3. Allocate available resources to assure the maintenance of essential services.

E. Recovery

Assist as required.

ANNEX I: BUDGET AND FINANCIAL

MISSION

To ensure that the necessary management controls, budget authorities, and accounting procedures are in place to provide the necessary funding in a timely manner to conduct emergency operations, document expenditures, and maximize state and federal assistance following the disaster.

ORGANIZATION

The Emergency Operations Plan states that a local emergency may be declared by the Director of Emergency Management (Section 44-146.21 of the Virginia Emergency Services and Disaster Law). A Board Resolution affirming the declaration will be handled at the first Board of Supervisors meeting after the declaration. The Coordinator of Emergency Management must notify the Director of Finance that a local emergency or disaster has been declared.

CONCEPT OF OPERATIONS

- A. In an emergency situation as defined by the Emergency Operations Plan, the Finance Director will be responsible for expediting the process of purchasing necessary capital items. Verbal approval will replace the usual written budget change request process; however, the budget change requests must be documented at a later time. The Director of Emergency Management or the Acting Director of Emergency Management must request verbal approval of funding.
- B. The Director of Finance Office would permit over spending in particular line items (e.g., overtime, materials, and supplies) under emergency circumstances as defined in the Emergency Operations Plan. A year-end adjustment can be made if required. The Administrative Assistant (Finance Office) will work with all County departments to facilitate needed purchases.
- C. The Director of Emergency Management or the Coordinator of Emergency Management must define disaster related expenditures for the Director of Finance and the appropriate length of time these disaster-related expenditures will be incurred. The Emergency Operations Plan states that all disaster related expenditures must be documented in order to be eligible for post-disaster reimbursement should a Federal disaster be declared; hence, the Finance Office will implement record keeping of all incurred expenses throughout the emergency/disaster period. This office will also assist in compilation of information for the “Report of Disaster-Related Expenditures” if required.

EMERGENCY MANAGEMENT ACTIONS - BUDGET & FINANCIAL MANAGEMENT

- A. Normal Operations
 - 1. Develop, maintain, and disseminate budget and management procedures to ensure the prompt and efficient disbursement and accounting of funds to conduct emergency operations, as well as support and maximize claims of financial assistance from state and federal governments.

2. Provide training to familiarize staff with federal and state disaster assistance requirements and forms.
3. Instruct all departments to maintain a continuous inventory of supplies on hand.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review emergency budget and management procedures and update if necessary.
2. Review federal disaster assistance procedures, the Disaster Preparedness and Assistance Handbook, and the State Emergency Services and Disaster Law of 1973.
3. Review resource inventories and prepare to make emergency purchases of goods and services.
4. Inform departments of the procedures to be followed in documenting and reporting disaster related expenditures.
5. Pre-identify one or more code numbers to the potential emergency/disaster incident to facilitate disaster cost accounting and notify departments of code assignment.

C. Response

Disaster strikes. An emergency response is required to protect life and property.

1. Implement emergency budget and financial management procedures to expedite the necessary purchases of goods and services to effectively address the situation at hand.
2. Begin tracking and compiling accurate cost records from data submitted by departments.
3. Assist in damage assessment survey.

D. Recovery

1. Prepare and submit disaster assistance applications to the appropriate state and/or federal agencies for reimbursement of disaster related expenditures.
2. Assist in finalizing damage assessment.
3. Review and revise real estate assessments based upon damages sustained to local infrastructure.
4. Assist in the preparation and submission of government insurance claims.

ANNEX J: LEGAL ASSISTANCE

MISSION

To provide proper and timely legal guidance to government officials in an emergency or disaster situation.

ORGANIZATION

The County Attorney will assist County government officials and departments in ensuring that actions taken during an emergency/disaster situation will comply with the appropriate Federal, State, and local Laws, Regulations, and Policies.

CONCEPT OF OPERATIONS

- A. In the event of an emergency, the Director and Coordinator of Emergency Management will be taking, as well as authorizing, a variety of actions under their emergency authority to respond to and recover from the emergency/disaster. Laws, Regulations, and Policies that government follows and complies with everyday may have to be temporarily suspended in order to effectively address the situation at hand. Government's exposure to potential liability issues is greatly enhanced in this situation. In order to avoid or mitigate against potential liability issues, government officials must be clear on the parameters of their emergency authorities to them under the law.
- B. During an emergency or disaster situation, the County Attorney will be stationed in the EOC to provide the necessary legal assistance to County officials and staff in identifying, defining, as well as resolving any legal issue that may surface during any phase of emergency operations.
- C. All government staff will consult with the County Attorney regarding any legal issue that may arise in the course of executing their responsibilities under the plan. Legal assistance may include but not be limited to, such actions as defining emergency authorities, identifying and resolving potential liability issues, interpreting Laws, Regulations, and Policies, preparing new Ordinances and Regulations, and developing and reviewing contracts.

EMERGENCY MANAGEMENT ACTIONS – LEGAL ASSISTANCE

- A. Normal Operations
 - 1. Review local, state, and federal emergency Laws, Regulations, and Policies and identify potential issues that may surface during emergency operations.
 - 2. Advise government officials and staff of potential legal issues that may arise during emergency operations and provide guidance as to how these issues may be addressed.
 - 3. Develop and disseminate procedures to County staff as to how legal issues should be addressed and processed through the County Attorney during a disaster.

B. Increased Readiness

A natural or man-made disaster is threatening the local area.

1. Review local, state, and federal disaster laws.
2. Inform departments of the procedures to follow in requesting legal assistance.

C. Response

Disaster strikes. An emergency response is required to protect lives and property.

1. Implement and advise government officials of their emergency authorities under the law.
2. Provide legal assistance and guidance to government officials and staff as necessary.
3. Consult with state and federal authorities as required.

D. Recovery

1. Continue to provide legal assistance to government officials and staff.
2. Continue to consult with state and federal authorities as required.

ANNEX K: SPECIAL FACILITIES

MISSION

To coordinate the development of emergency operation plans of special facilities with local government response agencies to ensure a prompt and effective response to hazards specific to the facility or to emergencies that may require a modified response due to the nature or character of the facility.

This coordination effort will only apply to those facilities that already have an existing facility EOP or feel that one is necessary due to the nature of the facility or because of the type and quantity of hazardous materials handled at the facility.

ORGANIZATION

Special facilities requiring pre-emergency planning and coordination have been identified. On-site emergency operations will be directed by facility management in cooperation with designated staff. The management of the facility will notify and coordinate the emergency response with the Greene County EOC if there is the possibility that the event could impact areas off site.

CONCEPT OF OPERATIONS

- A. The welfare of the people employed or residing within the facility is the responsibility of facility management. The facility director/manager will be responsible for developing and implementing an effective safety program in regard to the daily operations of the facility. The facility manager would be responsible for ensuring that a prompt and effective emergency response capability is in place for the potential hazards and emergencies that could occur at the site.
- B. The facility director/manager will be responsible for obtaining the necessary assistance from the local emergency response agencies, as well as whatever action is necessary and appropriate to protect the health and welfare of the people residing or working in or around the facility, until such time as the emergency response service agencies arrive.
- C. If the nature of the emergency is such that it could have spread off-site and impact upon the surrounding area, the facility representative in charge would be required to notify and coordinate his/her efforts with the local EOC in order to prevent or mitigate the off-site impact of the event.

EMERGENCY MANAGEMENT ACTIONS – SPECIAL FACILITIES

A. Normal Operations

- 1. Develop and implement a safety program to ensure the health and welfare of the facility population working and/or residing within the facility.

2. Develop a facility emergency operations plan if the facility utilizes, manufactures, or stores large quantities of hazardous materials, or if due to the nature of the facility it is felt that a facility EOP would be necessary.
3. Regularly test the appropriate emergency response procedures in regard to the hazards identified at the facility and modify the plan as necessary.

B. Increased Readiness

A natural or man-made disaster is threatening the facility.

1. Review emergency plans and procedures.
2. Alert on-duty personnel and/or residents. Notify the local EOC if it appears that outside assistance may be required to contain the event on-site or if on-site emergency resources are not sufficient to effectively address the event.
3. Ensure that the appropriate mitigation and preparedness measures are being taken.
4. Prepare to provide the necessary emergency information to the public, if required.

C. Response

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

1. Facility management will direct and control emergency operations and ensure that all checklist items identified in the facility plan are completed.
2. Disseminate emergency information and protective action guidance to facility population as well as to area population, if necessary. Recommend evacuation of facility and areas surrounding the facility, if appropriate.
3. Notify and maintain liaison with the local EOC and surrounding jurisdictions.
4. Direct and control emergency operations in cooperation with local service chiefs, the EOC, and appropriate state and federal agencies.
5. Ensure that the procedures for the emergency being addressed have been initiated and are being properly executed as detailed in the facility emergency operations plan.
6. Provide emergency information and protective action guidance to facility population and surrounding jurisdictions, if necessary.
7. Provide periodic status reports to the public and appropriate local, state and federal agencies.
8. Ensure that an accurate record of expenses is maintained.

D. Recovery

1. This phase requires that priority attention be given to restoration of essential facilities and an assessment of damage effects.
2. Coordinate with-in house emergency staff, the local EOC, and other state and federal agencies, as required, to complete the necessary post-event investigations and restore facility operations as soon as possible.
3. Continue to maintain a record of disaster-related expenses.

E. Special Facilities within Greene County:

1. Grace Health and Rehab
 2. The Harbor at Renaissance
 3. Renaissance Assisted Living
 4. Columbia Gas
 5. Rapidan Service Authority
 6. Techni-Pak
 7. Wal-Mart
 8. Lowe's
 9. All public and private schools (3 elementary, 1 middle, 1 high school, UCA, Blue Ridge)
 10. Greene Pharmacy
 11. CVS Pharmacy
 12. Ashbury International Group, Inc.
 13. Corner Store Garden Supply
 14. Luck Stone
 15. County Administration / School Division
 16. County Maintenance
 17. Sheetz
 18. Osen-Hunter Group
 19. Food Lion
 20. IIHS
 21. McDonald's
 22. New System Linen Service
 23. Time Disposal Trash
 24. D & D Lawn Care
 25. Mack Morris Heating & Air
 26. Piedmont Virginia Community College / Stanardsville Campus
- The Greene County Office of Emergency Services and Piedmont Virginia Community College / Stanardsville Campus coordinate efforts pertaining to emergency procedures and plans. A copy of the PVCC Emergency Procedures are located in the office of the Coordinator of Emergency Management.

APPENDIX 1: EMERGENCY CONTACT TELEPHONE NUMBERS**THESE NUMBERS ARE NOT TO BE RELEASED TO THE GENERAL PUBLIC**

GREENE COUNTY EMERGENCY OPERATIONS CENTER		
DIRECTOR OF EMERGENCY MANAGEMENT	MICHELLE FLYNN, CHAIRMAN BOARD OF SUPERVISORS	
	DALE HERRING, BOARD OF SUPERVISORS	
	DAVID COX, BOARD OF SUPERVISORS	
	MARIE DURRER, BOARD OF SUPERVISORS	
	BILL MARTIN, VICE CHAIR BOARD OF SUPERVISORS	
COUNTY ADMINISTRATOR	JOHN BARKLEY	
COORDINATOR OF EMERGENCY MANAGEMENT	MELISSA MCDANIEL	
VDEM	VDEM EOC	
REGIONAL COORDINATOR	MARK STONE	
REGIONAL HAZMAT OFFICER	VACANT	
AMATUER RADIO COORDINATOR	JEFF HEAVLIN	
BUILDING	STEVE BORDERS	
ECONOMIC DEVELOPMENT	ALAN YOST	
FINANCE DIECTOR	TRACY MORRIS	
HEALTH DEPARTMENT	WYNDE SAUVEUR	
LANDFILL	ALLEN MORRIS	
PLANNING AND ZONING DEPUTY COUNTY ADMINISTRATOR	BART SVOBODA	
SCHOOL SUPERINTENDENT	ANDREA WHITMARSH	
SCHOOL TRANSPORTATION	GREG MCGOWAN	

SCHOOL ASSISTANT SUPERINTENDENT	KYLE PURSEL		
SCHOOL FACILITIES	KRISTIE SPENCER		
SHERIFF	STEVE SMITH		
SOCIAL SERVICES	JAMES HOWARD		
RED CROSS DIRECTOR	VIVIANA CHRISTIAN		
PUBLIC HEALTH	DR. DENISE BONDS		

APPENDIX 2: DEFINITIONS

- A. Emergency: A sudden and unforeseeable occurrence or condition, either as to its onset or as to its extent, of such disastrous severity or magnitude that governmental action beyond that authorized or contemplated by existing law is required because governmental inaction for the period required to amend the law to meet the emergency would work immediate and irrevocable harm upon the citizens of the Commonwealth or some clearly defined portion or portions thereof.
- B. Emergency Operations Center: Centrally located government or community building, equipped with communications and emergency power, for coordination of government services, volunteer organizations, and emergency public information.
- C. Emergency Planning Committee: Designated local officials responsible for developing and maintaining the local Emergency Operations Plan.
- D. Emergency Services: The preparation for and the carrying out of functions (other than functions for which military forces are primarily responsible) to prevent, minimize, and repair injury and damage resulting from natural, man-made, or war-caused disasters. These functions include firefighting, police, medical and health, rescue first-aid, warning, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving the public health, safety, and welfare.
- E. Hazardous Materials: Substances and materials in quantities and forms that may pose an unreasonable risk to health and safety or to property when transported in commerce. Hazardous materials include: explosives, radioactive materials, etiologic agents, flammable liquids or solids, combustible liquids or solids, poisons or poisonous gases, oxidizing or corrosive materials, irritants, compressed gases, and hazardous waste. NOTE: Hazardous materials also may present problems when stored or used at fixed sites.
- F. Local Emergency: The condition declared by the local governing body when, in its judgment, the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate loss of life, property damage, or hardship. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of a local governing body, when he deems the situation to be of sufficient magnitude to warrant coordinated local government action to prevent or alleviate the hardship or suffering threatened or caused thereby.
- G. Local Emergency Planning Committee (LEPC): Appointed representatives of local government, private industry, businesses, environmental groups, and emergency response organizations charged with meeting the hazardous materials planning requirements of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III).
- H. Major Disaster: Any natural or man-made disaster in any part of the United States which, in the determination of the President of the United States, is or thereafter determined to be of sufficient severity and magnitude to warrant disaster assistance above and beyond emergency services by the federal government to supplement the efforts and available resources of the several states,

local governments, and relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby and is so declared by him.

- I. Man-Made Disaster: Any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resource shortage, or other condition such as sabotage, oil spills, and other injurious environmental contaminations which threaten or cause damage to property, human suffering, hardship, or loss of life.
- J. Natural Disaster: Any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, drought, fire, or other natural catastrophe resulting in damage, hardship, suffering, or possible loss of life.
- K. Resource Shortage: The absence, unavailability, or reduced supply of any raw or processed natural resource or any commodities, goods, or services of any kind which bear a substantial relationship to the health, safety, welfare, and economic well-being of the citizens of the Commonwealth.
- L. Severe Weather “Warning”: Severe weather conditions that could cause serious property damage or loss of life have occurred have been actually observed or reported. For example, a Flash Flood Warning means that heavy rains will occur (occurring) and low-lying areas are likely to be flooded.
- M. Severe Weather “Watch”: Atmospheric conditions indicate that severe weather is possible, but has not yet occurred.
- N. Situation Report: A form which, when completed at the end of each day of local EOC operations, will provide the county or city with an official daily summary of the status of an emergency and the local emergency response. A copy should be submitted to the State EOC via fax machine.
- O. State of Emergency: The condition declared by the Governor when, in his/her judgment, a threatened or actual disaster in any part of the state is of sufficient severity and magnitude to warrant disaster assistance by the state to supplement local efforts to prevent or alleviate loss of life and property damage.

APPENDIX 3: GLOSSARY OF ACRONYMS

ARES	Amateur Radio Emergency Service
ARC	American Red Cross
CAP	Civil Air Patrol
DRC	Disaster Recovery Center
EAS	Emergency Alert System
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
FEMA	Federal Emergency Management Agency
JFO	Joint Field Office
IFLOWS	Integrated Flood Observing and Warning System
LEPC	Local Emergency Planning Committee
MEDEVAC	Medical Evacuation
MSDS	Medical Safety Data Sheet
PIO	Public Information Officer
RACES	Radio Amateur Civil Emergency Services
SARA	Superfund Amendments and Reauthorization Act
SOP	Standing Operating Procedures
VDEM	Virginia Department of Emergency Management
VEOC	Virginia Emergency Operations Center
VFDA	Virginia Funeral Directors Association, Inc.

APPENDIX 4: EMERGENCY SERVICES ORGANIZATION

OFFICIAL

Director of Emergency Management

Coordinator of Emergency Management

Deputy Coordinator of Emergency Management (Currently not applicable for Greene County)

Ruckersville Volunteer Fire Company

Stanardsville Volunteer Fire Company

Dyke Volunteer Fire Company

Greene County Emergency Medical Services

Greene County Volunteer Rescue Squad

Greene County Sheriff's Office

Virginia State Police

Greene County Public Schools

Greene County Social Services

Greene County Health Department / Virginia Department of Health

Greene County Building Department

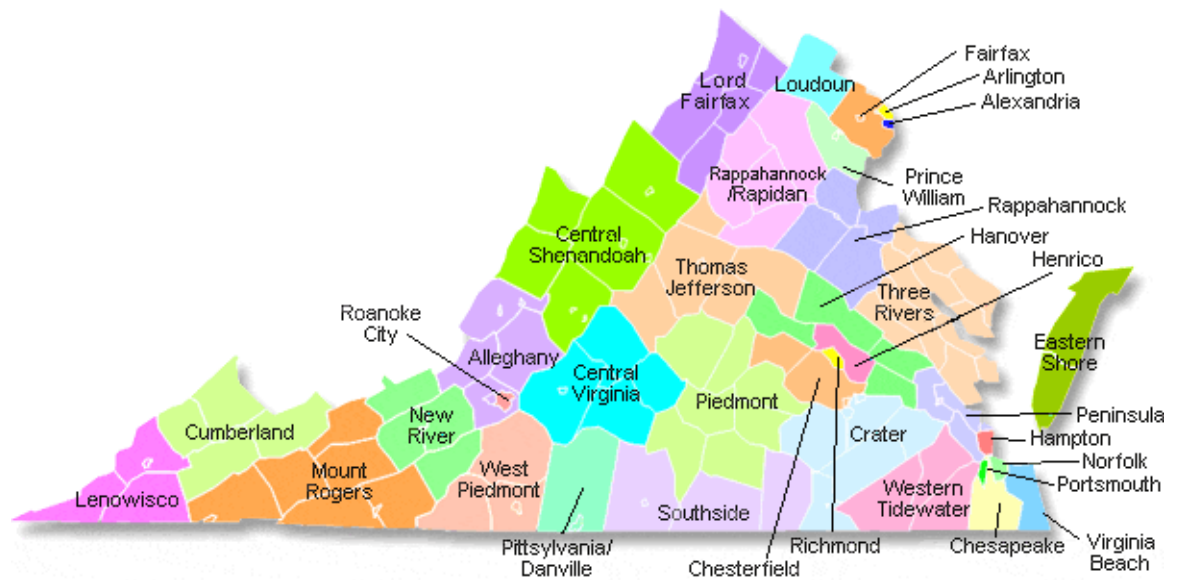
Greene County Fleet and Facilities Management

Greene County Planning and Zoning

American Red Cross

Virginia Department of Transportation

APPENDIX 5: VIRGINIA HEALTH DEPARTMENT DISTRICTS



APPENDIX 6: MESSAGE LOG

MSG #	TO	FROM	SUBJECT

APPENDIX 7: EOC MESSAGE FORM

EOC MESSAGE	URGENT
MESSAGE #: _____ DATE: _____ TIME: _____	ROUTINE
TO / NAME: _____	FROM / NAME: _____
ORGANIZATION: _____	ORGANIZATION: _____
TELEPHONE: _____	TELEPHONE: _____
SITUATION / INCIDENT DESCRIPTION:	
ACTION TAKEN / RESPONSE / REPLY:	
EOC ACTION OFFICER: _____	

Form Revised: January 2014

APPENDIX 8: EOC SIGN IN / SIGN OUT LOT

[illegible]

APPENDIX 9: EOC STAFF SCHEDULE

EOC STAFF SCHEDULE / 24 HOUR EMERGENCY OPERATIONS

Effective Date: _____ Time: _____

[illegible]

APPENDIX 10: EOC STATUS BOARD

EOC STATUS BOARD

Effective Date: _____ Time: _____

[illegible]

APPENDIX 11: EMERGENCY NOTIFICATION PROCEDURES

A. When the Emergency Operations Center is activated, the Coordinator of Emergency Management or designee, will make the following notifications:

- County Administrator
- Director of Emergency Management / Chairman, Board of Supervisors
- Stanardsville Volunteer Fire Company
- Ruckersville Volunteer Fire Company
- Dyke Volunteer Fire Company
- Greene County Emergency Medical Services
- Greene County Volunteer Rescue Squad
- All Emergency Communications Staff
- Greene County Sheriff's Office
- Virginia State Police
- Superintendent of Schools
- Social Service Director
- Department of Public Health
- American Red Cross Local Director
- VDOT Area Supervisor

B. Once the Emergency Operations Center is opened, the EOC will receive messages directly from the State EOC.

C. Additional personnel will be notified when an immediate evacuation is required or an immediate need for temporary shelter if required.

APPENDIX 12: EMERGENCY PUBLIC INFORMATION RESOURCES

NEWSPAPERS

Richmond Times Dispatch	804-649-6000
Daily Progress	434-978-7200
Greene County Record	434-985-2315

CURRENT TELEPHONE NUMBERS

RADIO STATIONS

WCVL (Charlottesville)	434-220-2300
WWV (Charlottesville)	434-295-3460
WRVA (Richmond)	804-474-0000
WLSA (Louisa)	540-967-1150
WJMA (Orange)	540-825-3900

TV STATIONS

CBS 19 (Charlottesville)	434-242-1919
NBC 29 (Charlottesville)	434-220-2900
WWBT (Richmond)	804-230-1212
WTVR (Richmond)	804-254-3684
COMCAST	800-266-2278

APPENDIX 13: PIO PREARRANGED MESSAGES

RELEASE OR SPILL

(NO EXPLOSION OR FIRE)

Local: Public Information Notification of an Incident (Fire and/or Explosion Not Imminent)

At _____ (am/pm) today, an incident/accident occurred on _____ (highway/street). Certain dangerous materials have been spilled/leaked/released from a tank car/truck. Due to the toxic nature of the material released into the atmosphere, all traffic on _____ (highway/street) is being rerouted via _____ (highway/intersection) until further notice.

APPENDIX 14: PIO PREARRANGED MESSAGES

FIRE AND/OR EXPLOSION IMMINENT

Local – Public Information Notification of an Incident (Fire and/or Explosion Imminent)

At _____ (am/pm) today, an accident occurred on _____ (highway/street) at _____ (location). All traffic on _____ (highway/street) is being rerouted via _____ (highway/intersection) until further notice.

Due to the possibility of an explosion and major fire, all residents living within _____ feet of the site are urged to leave immediately and report to (school, church, etc.).

Follow directions given by public safety personnel.

You will be notified when it is safe to return to your homes. Stay tuned to local media outlets for additional information/instructions.

APPENDIX 15: SAMPLE HEALTH ADVISORY FOR SHELTER CENTERS

DATE: _____

TO: _____

FROM: Greene County Health Department

SUBJECT: Health risks resulting from _____ (event, site, & date)

The _____ at _____ in Greene County on
(event)

_____ released chemical particles into the environment in concentrations
(date)

sufficient to cause health problems in some persons. Individuals suffering from chronic respiratory conditions, the elderly, infants and young children, and other individuals highly sensitive to air pollutants are at increased risk. Although residents were evacuated, it is possible that some evacuees may experience symptoms which are characteristic of over exposure to these chemicals.

Shelter residents should be monitored for symptoms which are characteristic of exposure to the chemicals which necessitated the evacuation. These symptoms are

(enter symptoms from SDS or other sources)

In addition to specific information on patient's medical condition and treatment, record specific information related to the incident such as patient's location when exposed to contaminants, estimated distance of that location from _____, and estimated time of
(site of incident)

onset of symptoms. Report all incidents to the Department of Health.

For additional information contact Greene County Health Department at 434-985-2262.

APPENDIX 16: SAMPLE PUBLIC ANNOUNCEMENT HEALTH ADVISORY

Greene County Public Health Department has issued a Public Health Advisory

concerning possible chemical contamination by _____ at the
(event)

_____ in Greene County. The chemical release occurred at
(location)

_____. Substances released into the environment during this incident
(date & time)

can present health risks to susceptible persons. Persons who have been exposed to these chemicals may experience one or more of the following symptoms:

_____.
(list symptoms on the SDS)

Any person who was in the vicinity of _____ between
(site of event)

_____ on _____ should be alert to symptoms indicating
(hours) (day)

exposure to the chemicals released. Persons experiencing symptoms of contamination are advised to consult their physician or go to the nearest hospital emergency department for evaluation.

For further information, contact the Greene County Health Department at 434-985-2262.

APPENDIX 17: SAMPLE HEALTH ADVISORY FOR PHYSICIANS

DATE: _____

TO: All Primary Care Physicians in _____
(area and site)

FROM: Greene County Health Department

SUBJECT: Health risks resulting from _____
(event, site and date)

The _____ at _____
(event) (site)

in Greene County released chemical particles into the environment in concentrations sufficient to cause health problems in some persons. Individuals suffering from chronic respiratory conditions, the elderly, infants and young children, and other individuals highly sensitive to air pollutants are at increased risk. Although precautions were taken, it is possible that some residents in the area may experience symptoms which are characteristic of over exposure to these chemicals. Exposure to _____ with patients
(list name(s) of chemicals involved)
experiencing _____.

In addition to specific information on patient's medical condition and treatment, record specific information related to the incident such as patient's location when exposed to contaminants, estimated distance of that location from _____, and
(site of incident)
estimated time of onset of symptoms. Report incidents to the Greene County Health Department. For additional information, contact Greene County Department of Health at 434-985-2262.

APPENDIX 18: SAMPLE HEALTH ADVISORY FOR PRIMARY HEALTH CARE FACILITIES

DATE: _____

TO: All Primary Care Facilities in _____
(area and county)

FROM: Greene County Health Department

SUBJECT: Health risks resulting from _____
(event, site and date)

The _____ at _____
(event) (site)

in Greene County released chemical particles into the environment in concentrations sufficient to cause health problems in some persons. Individuals suffering from chronic respiratory conditions, the elderly, infants and young children, and other individuals highly sensitive to air pollutants are at increased risk. Although precautions were taken, it is possible that some residents in the area may experience symptoms which are characteristic of over exposure to these chemicals. Exposure to _____
(list name(s) of chemicals involved)

with patients experiencing _____.

In addition to specific information on patient's medical condition and treatment, record specific information related to the incident such as patient's location when exposed to contaminants, estimated distance of that location from _____, and
(site of incident)

estimated time of onset of symptoms. Report incidents to the Greene County Health Department.

For additional information, contact Greene County Department of Health at 434-985-2262.

APPENDIX 19: LAW ENFORCEMENT RESOURCES

GREENE COUNTY SHERIFF'S OFFICE

10005 Spotswood Trail, Stanardsville, VA 22973

434-985-2222

Sheriff

Major

Captain

Patrol Division

Investigations Division

Civil Process / Court Security Division

Records / Administrative Division

Building is equipped with a back-up generator.

Mutual aid agreements regarding law enforcement services with adjacent jurisdictions and statewide agreement on file in the Coordinator of Emergency Management Office.

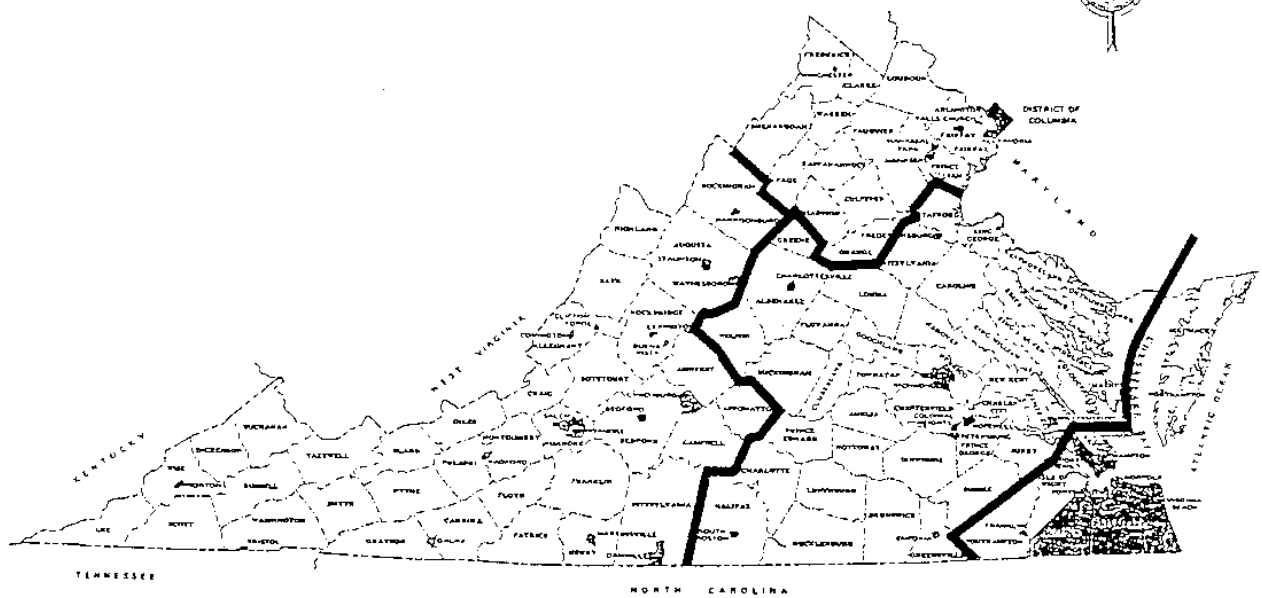
APPENDIX 20: MEDICAL AND HEALTH RESOURCES

UNIVERSITY OF VIRGINIA MEDICAL CENTER 1215 Lee Street Charlottesville, VA 22908	434-924-3627
MARTHA JEFFERSON HOSPITAL – MAIN 500 Martha Jefferson Drive Charlottesville, VA 22911	434-654-7000
MARTHA JEFFERSON HOSPITAL – NORTH 3263 Proffit Road Charlottesville, VA 22911	434-654-4650
CULPEPER REGIONAL HOSPITAL 501 Sunset Lane Culpeper, VA 22701	540-829-4100
SENTARA RMH MEDICAL CENTER 2010 Health Campus Drive Harrisonburg, VA 22801	540-689-1000
MARY WASHINGTON HOSPITAL 2300 Fall Hill Avenue Fredericksburg, VA 22401	540-741-1100
SPOTSYLVANIA REGIONAL HOSPITAL 4600 Spotsylvania Parkway Fredericksburg, VA 22408	540-498-4000

APPENDIX 21: VIRGINIA MEDICAL EXAMINER DISTRICTS

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HEALTH
OFFICE OF THE CHIEF MEDICAL EXAMINER
9 North 14th Street
Richmond, VA 23219
(804) 786-3174

Office of the Medical Examiner
9797 Braddock Road
Suite 100
Fairfax, VA 22032
(703) 764-4640



Western District (Roanoke)
Carlton Terrace Building
920 South Jefferson Street
Room 301
Roanoke, VA 24006
(703) 857-7290

Central District (Richmond)
9 North 14th Street
Richmond, VA 23219
(804) 786-3174

Tidwater District (Norfolk)
401-A Colley Street
Norfolk, VA 23507
(804) 683-836

APPENDIX 22: FIRE SERVICES RESOURCES

STANARDSVILLE VOLUNTEER FIRE COMPANY 275 Celt Rd, Stanardsville, VA 22973

BRUSH 15
CAR 10
ENGINE 10
ENGINE 11
ENGINE 12
SUPPORT 11
SUPPORT 12
TANKER 17

RUCKERSVILLE VOLUNTEER FIRE COMPANY 50 Sassafras Ln, Ruckersville, VA 22968

BRUSH 29
CAR 20
ENGINE 21
ENGINE 22
ENGINE 23
SUPPORT 21
TANKER 25
TOWER 27
HAZMAT TRAILER

DYKE VOLUNTEER FIRE COMPANY 9144 Dyke Rd, Dyke, VA 22935

BRUSH 35
ENGINE 31
ENGINE 32
SUPPORT 36
SUPPORT 37
TANKER 39

Mutual aid agreements regarding fire services with adjacent jurisdictions as well as the statewide mutual aid agreement is on file in the Coordinator of Emergency Management's Office.

APPENDIX 23: RESCUE/EMERGENCY MEDICAL SERVICE RESOURCES

GREENE COUNTY RESCUE SQUAD / GREENE COUNTY EMS

9845 Spotswood Trail, Stanardsville, VA 22973

AMBULANCE 401

AMBULANCE 403

AMBULANCE 404

AMBULANCE 405

AMBULANCE 406

407 SUPPORT TYPE VEHICLE

408 SUPPORT TYPE VEHICLE

Mutual aid agreements regarding emergency medical services with adjacent jurisdictions and statewide agreement on file in the Coordinator of Emergency Management Office.

APPENDIX 24: EMERGENCY MEDEVAC SERVICES

<u>HELICOPTER MEDEVAC</u>	<u>TELEPHONE</u>
PHI AIRCARE 1 (Manassas)	
PHI AIRCARE 2 (Fredericksburg)	
PHI AIRCARE 3 (Leesburg)	
PHI AIRCARE 4 (Front Royal)	
PHI AIRCARE 5 (Weyers Cave)	
LIFE EVAC (VCU)	
LIFEGUARD 10 (Roanoke)	
MEDEVAC (Ft. Belvoir)	
MEDFLIGHT-1 (VSP-Chesterfield)	
MEDFLIGHT-2 (VSP-Abington)	
MEDFLIGHT-3 (VSP-Lynchburg)	
MEDICAL AIR CARE (INOVA–Fairfax)	
MEDSTAR (D.C.)	
NIGHTINGALE (Norfolk General)	
PEGASUS (UVA-Charlottesville)	

APPENDIX 25: EMERGENCY TRANSPORTATION SERVICES

School buses

Handicapped school buses

LifeCare (paid transport service)

Greene County Transit

APPENDIX 26: SPECIAL NEEDS POPULATION INFORMATION

A listing of such persons is maintained by the Greene County Department of Social Services. Whenever the Emergency Operations Center (EOC) is in operation, the listing will be on hand with the Department of Social Services' representative.

The EOC staff will work closely with the handicapped and special needs population to provide any assistance needed to facilitate their evacuation to an EAC. Ambulance services and nursing homes will provide the specialized equipment necessary to complete the relocation of special needs individual.

APPENDIX 27: ELEMENTS OF A RESOURCE LIST

A. IDENTIFICATION OF RESOURCE

1. Type of equipment, service, personnel, facilities

B. COMPANY, ORGANIZATION, OR AGENCY THAT CONTROLS THE RESOURCE

1. Address

C. CONTACT ARRANGEMENTS

1. 24-hour primary and back-up contact points

D. ACQUISITION PROCEDURES

1. Response time
2. Charges for the use of the resources should be identified or pre-arranged as you develop your list
3. Resolve any liability issues
4. Identify any special training requirements to operate equipment
5. Identify personnel or contract personnel to operate equipment
6. Develop procedures to receive, inspect, inventory, and return resources

E. DEVELOP THE NECESSARY MEMORANDUMS OF UNDERSTANDING, MUTUAL AID AGREEMENTS, AND CONTRACTS

F. BUILD REDUNDANCY INTO RESOURCE LIST

1. One provider may lack the capability to provide volume of goods, services, or personnel requested
2. Provider may be unable to respond at the time you requested
3. Provider may be out of business when you call

G. UPDATE INFORMATION

1. Date resource was last verified, date next verification due
2. Develop form letters for updating information

APPENDIX 28: VOLUNTEER WORKER REGISTRATION FORM

A. Name: _____

B. Social Security Number: _____

C. Organization: _____

D. Specialized skills: (i.e. carpenter, heavy equipment operator, medical technician, etc.)

E. Estimated length of time services can be provided in the disaster area:

F. Special tools or equipment required to provide services:

G. Whether or not the group or individual is self-sufficient with regard to food and clothing:

H. Any medical history, allergies, etc., that we need to be aware of:

APPENDIX 29: INITIAL DAMAGE ASSESSMENT TEAM

A. AGRICULTURE Team Leader

Director – Extension Office

B. BUILDING INSPECTOR Team Leader

Building Official

C. BUSINESS AND INDUSTRY Team Leader

Director of Economic Development

D. RESIDENCE AND OTHER PRIVATE PROPERTY Team Leader

Representative, Building Official's Office

E. WATER CONTROL FACILITIES AND PUBLIC UTILITY SYSTEMS Team Leader

Rapidan Service Authority

F. PUBLIC BUILDINGS AND EQUIPMENT Team Leader

Director – Fleet and Facilities

G. PRIVATE, NON-PROFIT FACILITIES, PARKS AND RECREATIONAL FACILITIES AND FACILITIES UNDER CONSTRUCTION Team Leader

Director of Parks and Recreation

H. LOCALLY MAINTAINED ROADS AND BRIDGES Team Leader

VDOT

I. STATE-MAINTAINED ROADS AND BRIDGES Team Leader

VDOT

APPENDIX 30: HAZARDS ANALYSIS

A Hazards Analysis may be developed using the attached guidance, or through the automated Multi-Year Developmental Plan process.

INSTRUCTIONS

Each of the four criteria identified below for describing and assessing potential hazards is to be assigned a descriptive term and number as follows:

Low: 1 – 2
Medium: 3 – 4
High: 5

The criteria for each hazard is assigned one of the five ratings above and then totaled to determine a “score”. All listed situations refer to major disasters causing loss of life, human suffering and property damage. Day-to-day emergencies or accidents that are routinely responded to by local emergency organizations are not included.

The HISTORY rating is derived by the number of occurrences of the type of disaster under study over the past 25 years. If it has not occurred and if conditions have not changed to increase the hazard, the rating is “low”; once in 25 years – “medium”; and two or more times – “high”.

Estimates of VULNERABILITY can be derived by comparing the area at risk to the population and property density. For example, thinly populated rural jurisdictions near nuclear power plants are considered less “vulnerable” than more heavily populated urbanized ones.

The MAXIMUM THREAT is the greatest destruction that could occur for the disaster under study. For example, with a nuclear attack, jurisdictions within a high-risk or target area receive a “high” rating; those within 30-40 miles “medium”; and other, more remote jurisdictions “low”.

The PROBABILITY of a disaster is a subjective judgment to be made primarily by local officials.

The following guide may be used:

- Chances per year greater than 1 in 10 = “high”
- Chances per year between 1 in 10 and 1 in 1000 = “medium”
- Chances per year less than 1 in 1000 = “low”

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